

BOOK *of*
LAWS
of the
**INTERNATIONAL
TYPOGRAPHICAL
UNION**



**EFFECTIVE JANUARY FIRST
1957**

PROTECT YOUR MEMBERSHIP AND BENEFITS

Every member is required to pay dues and assessment for any given month on or before the tenth day of the next succeeding month. (Section 1, article 4, by-laws.) The member who does not comply with this provision of the by-laws is delinquent. Delinquent members may be prevented from working in union offices and are not eligible for any of the benefits of the International Typographical Union, except that the necessary benefit may be paid when death occurs within the thirty-day period following expiration of a member's working card.

A member becomes suspended for nonpayment of dues when he is five months in arrears. Suspension does not result or depend upon action by the local union. Suspension is automatic, and results simply from the member's failure to pay dues and assessments as required by law. It occurs on the tenth day of the month in which the member becomes five months in arrears.

Suspended members may be reinstated as provided in sections 15-18, article 4, by-laws. The suspended member who works at the trade within the jurisdiction of a local union with master permission is not eligible for reinstatement and can only regain membership by making new application.

A suspended member who reintains as provided in the by-laws retains his continuous membership as of the date of his last initiation, but he is not eligible to apply for admission to the Union Picture House or for the old age pension within a period of one year after date of reinstatement, and if death occurs within thirty days after reinstatement, the necessary benefit can not be paid.

Constitution

BYLAWS, GENERAL LAWS AND CONVENTION LAWS

of the

**INTERNATIONAL
TYPOGRAPHICAL UNION AND
THE UNION PRINTERS HOME**

Together with

**The Joint Agreement With the International
Printing Trades Unions Comprising the
International Allied Printing Trades Association**



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of the

INTERNATIONAL TYPOGRAPHICAL UNION

INDIANAPOLIS, INDIANA

1957

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CONSTITUTION

1957

ARTICLE I—JURISDICTION

SECTION 1. This body shall be known as the INTERNATIONAL TYPOGRAPHICAL UNION OF NORTH AMERICA. Its jurisdiction shall include all branches of the printing and kindred trades, other than those over which jurisdiction has been conceded by agreement. In it alone is vested power to establish subordinate unions of printers (and all other skilled employees not otherwise herein excepted) mailers and kindred trades, and its mandates must be obeyed at all times and under all circumstances. To the International Typographical Union of North America is reserved the right to fix, regulate and determine all matters pertaining to fellowship in its branches of the printing and kindred trades; while to subordinate unions is conceded the right to make all necessary laws for local government which do not conflict with the laws of the International Union. The International Typographical Union reserves the right to re-establish jurisdiction over any branch of the industry and establish jurisdiction over all new processes of work in the industry when the vital interests of the union are affected. The Executive Council is hereby authorized to take such action when deemed necessary to the welfare of the International Typographical Union. The International Typographical Union will not be a part of, nor be affiliated with, any other organization which by its laws, or otherwise provides or claims control over the internal affairs of the International Typographical Union, its relations with other unions or its jurisdiction over work processes existing or potential.

SEC. 2. A charter may be issued to eight or more eligible applicants in any city or town. Only one English-speaking subordinate union in any distinctive craft shall be chartered in the same place; but a charter may be granted to printers or mailers of, and working in, a foreign tongue, and such printers or mailers may join an English speaking union in any place where a union in their mother tongue does not exist.

SEC. 3. The distinctive names of the several subordinate branches shall be: Of the printers, typographical union; of the mailers, mailers' union; and of other allied crafts or trades, if such there be, the distinctive name of each branch.

SEC. 4. All charters granted by the International Typographical Union shall be in form as follows:

CHARTER INTERNATIONAL TYPOGRAPHICAL UNION

To All to Whom These Presents Shall Come:

Know Ye, That the International Typographical Union of North America established for the purpose of effecting thorough organization of the craft, and composed of subordinate unions and members in different sections of the country, doth upon proper application and under conditions herein provided, hereby grant unto.....

.....
and to their successors this charter, for the establishment and future maintenance of a subordinate union at.....

.....to be known as

Union No. of.....

Now, the conditions of this charter are such, That said union for ever and under any and all circumstances shall be subordinate to and comply with all the requirements of the constitution, bylaws and general laws or other laws of the International Typographical Union as they may from time to time be altered or amended: That said union shall for all time, be guided and controlled by all acts and decisions of the International Typographical Union as they may from time to time be enacted: That should the subordinate union above chartered take advantage of any powers, privileges or rights conferred under the laws as they may exist at any time, said action shall not prevent the International Typographical Union from recalling, amending, changing or abolishing any such powers, privileges or rights.

So long as the said union adheres to these conditions, this charter to remain in full force; but upon infraction thereof, the International Typographical Union may revoke this charter, thereby annulling all privileges secured hereunder.

IN WITNESS WHEREOF, We have hereunto set our hands and affixed the Seal of the International Typographical Union,

this..... day of 19....

....., Secretary and Treasurer;

....., President

ARTICLE II—LAWS

SECTION 1. The International Typographical Union shall exercise complete and unrestricted authority to define its jurisdiction; enact; enforce and amend as provided in its constitution and bylaws all laws for the government of the International Union, its subordinate unions and its officers and members throughout its entire jurisdiction.

SEC. 2. The laws of the International Typographical Union shall be comprised in:

(a) The constitution shall contain an outline of the fundamental principles, policies and purposes of the organization; declare the jurisdiction of the International Union and subordinate unions; define the duties and salaries of officers; provide for conventions and fix the basis of representation; establish an obligation for members; provide for appeals and penalties; authorize traveling and withdrawal cards; provide for an official publication and the Typographical Union label; regulate all matters pertaining to dues and assessments or the raising of revenue.

(b) The bylaws shall contain all laws relating to membership in the International and subordinate unions; qualifications and election of officers and their specific duties; for the government of subordinate unions and members; charges and trials and appeals; qualifications and election of delegates; auditing of accounts and reports relating to the institution, maintenance and administration of a system of benefits; providing for the care of diseased, aged and infirm members and all laws for internal government of the International Union.

(c) The general laws shall contain only any and all laws relating to contracts and scales of prices; conditions of employment and the relation of subordinate unions and individual members to the employer.

(d) The convention laws shall contain laws, rules of order, committees, etc., for government of sessions of the International Union and its deliberations.

SEC. 3. The constitution shall only be amended by referendum vote, in the manner hereinafter set forth.

SEC. 4. Bylaws and general laws may be enacted by the convention of the International Typographical Union, but shall in nowise conflict with the constitution, or any part thereof.

ARTICLE III—CONVENTIONS

SECTION 1. The convention of the International Typographical Union shall be held annually on the Saturday preceding the third Monday in August at such place as the delegates in convention assembled may designate. The selection of convention cities may be made two years in advance. All the arrangements for the same to be made by and at the expense of the International Typographical Union: Provided, On the years when the convention is held at Colorado Springs the convention shall convene on Saturday preceding the second Monday in September.

ARTICLE IV—REPRESENTATION

SECTION 1. Subordinate unions are entitled to representation in conventions of the International Typographical Union according to the following apportionment: Unions with one hundred members or less, one delegate; more than one hundred and less than five hundred members, two delegates; more than five hundred and less than one thousand members, three delegates; one thousand members, four delegates; and for each additional two thousand members, one additional delegate. Two or more subordinate unions, having a membership of less than one hundred members each, may combine and elect one delegate, the certificate of a delegate so chosen to be signed by the president and secretary of each of the unions he represents.

SEC. 2. Each delegate shall be entitled to one vote, and no proxies shall be allowed.

ARTICLE V—OFFICERS AND ELECTIONS

SECTION 1. The elective officers of the International Typographical Union shall be a President, a First Vice-President, a Second Vice-President, a Third Vice-President who shall be a mailer, a Secretary-Treasurer, a Board of Auditors consisting of three members, such number of delegates to the American Federation of Labor and Congress of Industrial Organizations as this body is entitled to by law, such number of delegates to the Canadian Labor Congress as this body is entitled to by law (who must be Canadian members), such number of nominees as may be necessary to fill vacancies in the membership of the Union Printers Home corporation, and an Agent to the Union Printers Home.

SEC. 2. The elective officers of the International Typographical Union shall be nominated by the local unions and elected by the membership in a manner which shall be specifically set forth in the bylaws.

SEC. 3. The term of office of all elective officers, except auditors, shall be for two years, or until their successors are elected and qualified. One auditor shall be elected at each biennial election for a term of six years. No person while serving as auditor shall accept any other office or employment in this union. The term of office of the elective officers, other than auditors, chosen at the May election shall be from July 15 for a full term of two years. Members of the Board of Auditors' terms of office shall begin November 1.

ARTICLE VI—DUTIES OF OFFICERS

THE PRESIDENT

SECTION 1. The President shall attend and preside at all conventions of the International Typographical Union during his term of office; he shall at all times exercise a general supervision over all officers of the International Union; he shall make his official residence in the city of Indianapolis, and shall give his entire time to the duties of his office; he shall have authority, should he become satisfied that any officer is derelict in the performance of any duty, or has been

guilty of any dishonest act, to suspend such officer from his official position. He shall be ex officio the nominee of the International Typographical Union for the office of President of the Union Printers Home corporation, and one of the delegates to the American Federation of Labor. He shall perform such other duties as appertain to his office or as may be required by law.

THE VICE-PRESIDENTS

SEC. 2. The First Vice-President shall assist the President in the discharge of his duties, and shall perform the duties of President in his absence, death, incapacity or resignation from office. He shall attend all sessions of the International Typographical Union. He shall make his official residence in Indianapolis, and shall devote his entire time to the business of this union.

SEC. 3. The Second Vice-President and the Third Vice-President shall assist the President in the discharge of his duties. They shall attend all sessions of the International Typographical Union. They shall make official residence in Indianapolis, and shall devote their entire time to the business of the union.

THE SECRETARY-TREASURER

SEC. 4. The Secretary-Treasurer shall attend all conventions of the International Union, and shall devote his entire time to the business of this union; he shall, in connection with the President, establish an office in the city of Indianapolis, which shall be the official headquarters of the International Union, and where all books, records, etc., shall be kept; he shall be the custodian of the funds of the International Union, and shall, under the direction of the Executive Council, deposit all funds of the International Union in some responsible bank or banks in said city; he shall give bond with a solvent guarantee company as surety payable to the President as trustee for the International Typographical Union and its members in the sum of \$500,000 previous to assuming office, which bond shall be paid for by this union and shall be approved by the Executive Council; he shall also be secretary of the Executive Council, and perform such other duties as may be required by law. He shall be ex officio to the nominee of the International Typographical Union for the office of Secretary-Treasurer of the Union Printers Home corporation. Any bond executed by a guarantee company to the President as aforesaid shall insure to the successors of such President as trustee for the International Typographical Union and its members and for any breach of such bond the President as trustee for the International Typographical Union and its members is hereby authorized to bring suit in his name as such President for the benefit of the International Typographical Union and its members.

THE EXECUTIVE COUNCIL

Sac. 5. There shall be an Executive Council, consisting of the President, the First Vice-President, the Second Vice-President, the Third Vice-President and the Secretary-Treasurer, which body shall have general supervision of the business of the International Union and of subordinate unions.

THE BOARD OF AUDITORS

Sac. 6. The Board of Auditors shall convene at International headquarters on the second Monday of July and January each year, and its duties shall be to audit the books and accounts of the Secretary-Treasurer of the International Typographical Union and the officers of the Union Printers Home corporation, closely examining all items of receipt and expenditure. The auditors shall have power to employ at the expense of the union any necessary expert assistance and shall be required to disallow all expenditures not duly authorized. The report of the auditors, showing the condition of the books and accounts, attested by a notary public, shall be published in The Typographical Journal next following completion of the audit. If such audit should show any important error, or any defalcation, or misappropriation of funds, the President with the consent of the Executive Council, shall immediately suspend the officer or officers responsible therefor, and proceed at once legally to secure the union or the Home corporation from loss. Compensation for the auditors shall be as fixed by sections 2 and 3, article VIII, constitution.

THE AGENT

Sac. 7. It shall be the duty of the Agent, in the event of the Union Printers Home corporation neglecting or refusing to comply with the provisions of the deed under which the land on which the Home is situated was transferred, or disobeying any of the orders of the International Typographical Union, to enter upon and take full possession of the property as the custodian of the International Typographical Union: Provided, That it shall be the duty of the agent to attend one meeting of the Board of Trustees during his tenure of office.

REPRESENTATIVES

Sac. 8. The President shall have power to appoint such number of representatives as he deems to be necessary to transact the business of the International Typographical Union. Before commissions are issued to representatives appointed by the President their appointment shall receive approval of a majority of the Executive Council: Provided, The President shall have sole authority to make temporary appointments in cases of emergencies where the representative is required to act as proxy for the President. Representatives appointed by the President, with the approval of the Executive Council, shall hold office for a period of two years, or until the expiration of the current term of office of the President who makes the appointment: Provided, That the President, with the approval of the Executive Council, may remove any representative at any time such action is deemed necessary. Representatives shall perform such duties as are

assigned to them by the President, under the direction and control of the President. For such time as they are required to devote to the business of the International Union the compensation and traveling expenses of representatives shall be fixed by the Executive Council, in accordance with sections 2 and 3, article VIII, constitution. Representatives who are regularly assigned under the provisions of this section shall be allowed a vacation of three weeks with pay in each year.

ARTICLE VII—VACANCIES IN OFFICE

SECTION 1. If for any reason there occurs a vacancy in the Executive Council, official notification of such vacancy shall be sent to secretaries of all subordinate unions within seventy-two hours after such vacancy occurs, and a special election shall be held the first Wednesday after the expiration of ninety days from date of vacancy: *Provided*, When there remains less than nine months of the time of office, the vacancy shall not be filled. In a special election to fill a vacancy the name of any member otherwise eligible receiving the endorsement of twenty subordinate unions shall be printed upon the ballot, which shall be prepared thirty days prior to the date of such special election. Only endorsements received previous to the time herein fixed for printing ballots shall be accepted to establish eligibility. In the event of a vacancy in the office of Secretary-Treasurer the First Vice-President shall perform the duties of the office until the vacancy is filled as herein provided.

SEC. 2. When for any reason a vacancy occurs in any elective office, other than the Executive Council, such vacancy shall immediately be filled by the Executive Council. Where the term of office in which the vacancy occurs extends beyond the next regular International election such vacancy shall be filled for the unexpired term at such regular election. A member chosen by the Executive Council to fill a vacancy shall hold office until a successor is elected, as above provided, and qualifies. In filling a vacancy in a general election the qualifications of candidates shall be the same as are provided for candidates for a full term.

ARTICLE VIII—SALARIES AND EXPENSES

SECTION 1. The salary of the President, Vice-Presidents and Secretary-Treasurer, in full for services rendered by each of said officers during their term of office shall be computed as follows:

For the President, for services rendered as President of the International Typographical Union and as President of the Board of Trustees of the Union Printers Home, three (3) times the average full time weekly wages of the membership per week. First Vice-President, Second Vice-President, Third Vice-President, two and one-half (2½) times the average full time weekly wages of the membership per week. Secretary-Treasurer, for services rendered as Secretary-Treasurer of the International Typographical Union and as Secretary-Treasurer of the Board of Trustees of the Union Printers Home, three (3) times the average full time weekly wages

of the membership per week. The average full time weekly wage rate shall be taken from the Secretary-Treasurer's annual report and shall be put into effect every July 15.

• SEC. 2. The compensation of any officer other than President, First Vice-President, Second Vice-President, Third Vice-President, or Secretary-Treasurer, or any member performing service under direction of the President or Executive Council shall be set by the Executive Council.

SEC. 3. When any officer or member is required to perform service away from his home, he shall be allowed in addition to the amounts set forth above, first-class railroad fare or transportation fare by plane or payment of ten cents (10c) per mile for use of automobile when this mode of transportation is more adaptable to the efficient performance of official duties, by the shortest route to and from his destination, and per diem expenses in an amount to be set by the Executive Council: Provided, That an itemized bill shall in all cases be rendered.

SEC. 4. The President, First Vice-President, Second Vice-President, Third Vice-President and Secretary-Treasurer shall, on their first election, be entitled to traveling expenses from their home to the headquarters of the International Union, and also on return at close of official term. They shall also be allowed a vacation of thirty days in each year.

ARTICLE IX—REVENUE AND FUNDS

(An amendment which temporarily reduces the rate of the pension and mortuary assessment became effective July 31, 1944. Words in the previous law temporarily stricken out by the amendment are printed in brackets. See Section 3 for time of reversion to previous law.)

SECTION 1. The revenue of the International Typographical Union shall be derived as follows: A per capita tax of \$1.00 per month which shall include subscription for The Typographical Journal, to be paid by every member of the International Typographical Union except those members domiciled at the Union Printers Home. The per capita tax, together with assessments as herein provided, shall be collected and transmitted to the Secretary-Treasurer of the International Typographical Union.

An additional assessment for the old age pension and mortuary funds according to the following classifications:

(a) Active members (including members working at the trade and seeking work at the trade)—Two [and one-half] per cent upon total earnings.

(b) Active members not working at the printing trade (members whose cards are deposited with a subordinate union who follow other pursuits, and members not seeking work at the printing trade)—Two [and one-half] per cent upon the maximum scale (for day work) of the union with which member is affiliated.

(c) Proprietor members whose cards are deposited with a local union—Two [and one-half] per cent upon the maximum scale (for day work) of the union with which member is affiliated.

(d) Members employed by the union (local or International)—Two [and one-half] per cent upon total earnings.

(e) Members in unorganized towns—Members holding traveling cards but not working at the printing trade, \$5.00 [\$6.25] per month.

(f) Members in unorganized towns—Members holding traveling cards who work at the printing trade as journeymen or foremen—Two [and one-half] per cent upon total earnings.

(g) Proprietor members in unorganized towns—Members holding traveling cards and operating offices of their own—\$5.00 [\$6.25] per month.

(h) Sick and disabled members—Members incapacitated because of sickness or any disability, and who have no earnings during the month, shall be exempt from the pension and mortuary assessment for each full month of such sickness or disability, but for not longer than three months; thereafter two [and one-half] per cent upon the maximum scale (for day work) of the subordinate union, but not more than \$1.75 per month during the period of disability. (See section 8, article vii, bylaws.)

(i) Pensioners—Members who draw the old age pension, 60 cents per month: Provided, That if a pensioner earns more than \$75 in any one month he must pay two [and one-half] per cent on earnings as the pension and mortuary assessment.

(j) Members drafted in the armed forces of the United States or Canada shall be exempt from the payment of International Typographical Union assessments, beginning with the month of draft and ending with the month of release from active duty as determined by military records. Members who enlist for service in the armed forces of the United States or Canada in time of war or national emergency decreed by the Congress of the United States or Parliament of Canada, or who enlist for service in the armed forces of any country that may be allied with the United States or Canada in a war for a common cause or during the time when such armed forces are engaged in active combat with the military forces of another nation which presents a threat to the security of the United States or Canada shall be exempt from the payment of International Typographical Union assessments, beginning with the month of enlistment and ending with the month of discharge as determined by military records. Members who enlist in the armed forces of the United States or Canada during periods of peace, and members in the armed forces who re-enlist when the United States and Canada are not engaged in active combat with the military forces of another nation shall not be entitled to exemption of assessed payments as provided above. The purpose of the law is to protect those members who fulfill their patriotic duty, while conferring not-at-trade classification on those who choose any branch of the armed services as a profession.

Members in military or naval service who are exempt assessments are required to pay I.T.U. per capita tax and such local dues as the laws of the local union require.

Sac. 2. The balance in the mortuary fund shall be maintained at \$1,000,000.00. The pension and mortuary assessment shall be apportioned after receipt at headquarters as follows: to the mortuary fund an amount equal to mortuary benefits paid during the month, the remainder to the old age pension fund.

Sac. 3. It is further ordered the rates above provided shall remain in effect until such time as the reserve in the pension fund shall have reached the sum of \$2,000,000, when the rate of assessment shall revert to two and one-half per cent upon earnings as in effect prior to this amendment.

Sac. 4. The per capita tax of the International Union shall be apportioned as follows: Fifty cents to the Union Printers Home Fund; the balance to the general fund, together with such additional revenue as shall be derived from the sale of charters and supplies to subordinate unions at prices fixed by law.

Sac. 5. International dues for each month shall be collected by subordinate unions and shall be transmitted to the Secretary-Treasurer of the International Typographical Union before the twentieth of the succeeding month. Unions failing to conform to these provisions shall be considered delinquent and debarred from benefits: Provided, That unions located so far from headquarters as to make it impossible for their dues to reach there within the prescribed time shall not be considered delinquent if their remittances bear postmark date prior to the fifteenth of the succeeding month.

Sac. 6. No member residing within the jurisdiction of a subordinate union shall be classified as an unattached member or permitted to pay dues and assessments as such to the International Secretary-Treasurer.

Sac. 7. The general fund shall be used to defray all expenses of the of the International Typographical Union except disbursements for the pension fund, the mortuary fund and the Home fund.

Sac. 8. On the death of each member in good standing, a death benefit shall be paid to the designated beneficiary in amounts as follows, except as otherwise provided by International Law:

For a continuous membership of one year or less, \$50.

For a continuous membership of more than one year and less than two years, \$125.

For a continuous membership of two years and less than three years, \$175.

For a continuous membership of three years and less than four years, \$250.

For a continuous membership of four years and less than five years, \$325.

For a continuous membership of five years and less than ten years, \$400.

For a continuous membership of ten years and less than fifteen years, \$475.

For a continuous membership of fifteen years or over, \$500.

Any member who has been suspended from membership and subsequently reinstated, in accordance with the laws of the International Typographical Union, shall not be entitled to any benefit if death occurs within three months after such reinstatement.

Sac. 9. The mortuary benefit fund shall be used for the purpose of disbursing mortuary benefits.

Sac. 10. All moneys to the credit of the Union Printers Home fund shall be transferred to the Secretary-Treasurer of the Union Printers Home corporation.

Sac. 11. The old age pension fund shall be used for the purpose of maintaining and disbursing pensions to aged and superannuated members.

Sac. 12. The Executive Council shall have the power and authority to transfer monies and or securities of this union totaling not more than one million dollars (\$1,000,000) from one fund to another whenever deemed necessary to maintain the integrity of this organization. Provided, None of the monies and/or securities in excess of the foregoing limitation of one million dollars (\$1,000,000) credited to the Pension and or Mortuary Fund shall ever be transferred to other funds of the International Typographical Union or to any other organization unless such transfer (specifically designated by amount and as to the purpose for which such transferred funds are to be used) is authorized by a referendum vote of the membership of the International Typographical Union.

Sac. 13. No convention or meeting, nor any official or member of the International Typographical Union of North America, shall have power to appropriate or use any moneys or securities in the treasury of this union, nor property or collateral in its possession or custody, for the purpose of bestowing upon any person or number of persons any gift of intrinsic value, granting any gratuity, or as payment for any intangible service rendered or claimed to have been rendered unless expressly authorized by referendum vote.

[On May 26, 1915, a date subsequent to the adoption of section 13, the members of the International Typographical Union voted affirmatively on the following question in a referendum election:]

Shall the Executive Council of the International Typographical Union be authorized to expend such sums of money from the general fund of the organization as may be necessary to continue the conduct of the business of the International such as payment for services of employees and representatives, strike benefits and special assistance when necessary, officers' and organizers' expenses, printing, publicity campaigns, convention expenses, as provided in the constitution, bylaws, general laws, convention laws and the agreement creating the International Allied Printing Trades Association as printed in the Book of Laws?"

Sac. 14. There shall be a defense fund maintained at a minimum of \$500,000. A one-half of one per cent assessment shall be levied on total earnings of all active members (except sick

and incapacitated members and pensioners) to establish the fund and shall be in effect for three months after the fund reaches \$500,000. When the balance of the fund falls below \$500,000 the assessment shall again be levied for three months. This fund shall be used for defense purposes.

ARTICLE X—PENALTIES

SECTION 1. The charter of any subordinate union which shall fail or refuse to pay its per capita tax and other moneys, or any part thereof, within three months after becoming due, shall be suspended. The Secretary-Treasurer shall give such derelict union thirty days' notice of the action to be taken.

SEC. 2. Any subordinate union which shall fail to make reports required by law or the Executive Council, or which shall neglect or refuse to obey any law or legal mandate of the International Typographical Union or Executive Council may be fined or have its charter suspended by the Executive Council.

SEC. 3. Any officer of the International Union may be impeached by the Executive Council, and if the charges are proven shall be disqualified to further discharge the duties of his office, and the vacancy shall be filled in accordance with the laws of the International Typographical Union.

ARTICLE XI—APPEALS

SECTION 1. All appeals from the decision of a subordinate union shall be submitted, in written or printed form only, to the Executive Council of the International Typographical Union (one copy of complete papers to be furnished the Executive Council; both appellant and respondent must retain complete copies to be used in case of appeals to convention), and decision rendered by that body. Should either party feel aggrieved at the decision of the Executive Council he shall have the right to appeal, in printed form only, to the succeeding convention of the International Typographical Union, which judgment shall be final.

SEC. 2. Appellant and respondent shall furnish copies of papers in complete form to each other, and shall be entitled to submit replies to these original articles.

ARTICLE XII—OBLIGATION

Every person admitted to this union either as a journeyman or apprentice member shall subscribe to the following obligation:

SECTION 1. I (give name) hereby swear (or affirm) that I will, in good conscience, and to the best of my ability, comply with and perform the Duties of Membership of the International Typographical Union, all of which shall in no way interfere with any duty I owe to God or my country.

DUTIES OF MEMBERSHIP

SEC. 2. Every applicant for membership shall be required to sign and thereby pledge adherence to the statement of duties of membership included in this article which shall apply to and be binding upon the applicant in relation to

membership in the union. No application shall be acted upon until this requirement has been met. The signed statement shall be filed with the application.

Sec. 3. Every member of the union shall be bound by the duties of membership included in this article and as it may be amended from time to time.

Sec. 4. It is the duty of each and every member to refrain from revealing any business or proceedings of the International Typographical Union or any subordinate union unless such information has been published or released for publication by the executive officers of the International Typographical Union or, in matters pertaining only to local unions, by the executive officers of the local union affected. It is the duty of members not to reveal business declared confidential by their employer.

Sec. 5. It is the duty of each and every member of the International Typographical Union to comply with all the laws, rules, regulations and decisions of the International Typographical Union and of any subordinate union thereof to which the member may belong and to support both in furthering the interests of the union in legal manner and by legal means as adopted by the union; it being understood that no subordinate union laws, rules, regulations and decisions shall be, in violation of civil laws or the laws, rules, regulations and decisions of the International Typographical Union.

Sec. 6. It is the duty of each and every member of the union to accord courtesy, fair treatment and cooperation to other members in the carrying out of the duties of membership regardless of membership in any other group or organization of any kind whatsoever.

Sec. 7. It is the duty of each and every member of the union not to belong to any group or organization of any kind which advocates the overthrow of the government of the United States or Canada by force and violence. The Communist Party has been proven such an organization.

Sec. 8. It is the duty of each and every member of the union not to belong to any group or organization of any kind, secret or otherwise, which seems to disrupt union business or elections by procedures or tactics influenced or controlled by employers or their agents.

Sec. 9. It is the duty of each and every member of the union elected or appointed to any office or committee or delegated to perform service of any kind for the International Typographical Union or any agency or subordinate union thereof to perform such voluntary accepted duties to the best of his knowledge and ability.

Sec. 10. Any violation, evasion or failure to perform the duties of membership as herein defined may be the subject of charges and trials as provided in the bylaws of the International Typographical Union.

Sec. 11. All other "obligations" mentioned throughout the Book of Laws of the International Typographical Union are hereby repealed. Where reference is made to the "obligation" it shall be understood to be article xii, I.T.U. constitution.

ARTICLE XIII—TRAVELING CARD AND WITHDRAWAL CARD

SECTION 1. The International Union shall issue, in blank form, cards of appropriate design to be known as the "Traveling Card," and the "Withdrawal Card," which shall be furnished subordinate unions at prices fixed by law, to be used by members in good standing on proper application being made therefor.

ARTICLE XIV—THE OFFICIAL PAPER

SECTION 1. There shall be published monthly by the Secretary-Treasurer a paper of thirty-two or more pages, to be non-political and non-sectarian, and to be known as "The Typographical Journal: Official Paper of the International Typographical Union of North America," which shall be, so far as practicable, the International Typographical Union's official organ of communication to subordinate unions.

ARTICLE XV—THE LABEL

SECTION 1. The label, stamp or device used, and intended to be used, by this Union, for the purpose of distinguishing the products of the labor of the members of this Union, shall consist of an imprint containing the words "Typographical Union Label," together with the name of the city or town in which is located the local union using said label. Said label shall be of the following design:



Sac. 2. This Union shall, through its principal officers cause said label, stamp or device to be registered in all states and territories and provinces where registration is or may hereafter be authorized by law, and all registrations heretofore made of said label are hereby adopted and confirmed; and shall, through its principal officers, issue to local unions or subordinate bodies said label, stamp or device in such sizes as may be necessary and expedient.

Sac. 3. No subordinate union or combination of subordinate unions shall issue a label of different design than contained in section 1 of this article, nor shall more than one design be used in any jurisdiction.

Sac. 4. The Executive Council shall have identification insignia designed for use with or on type, plates, matrices and reproduction proofs or other forms of prints, the type of which is the product of union offices. The identification insignia shall be issued in the forms of logotypes and punches and shall incorporate the Typographical Union Label in the design. The Executive Council shall promulgate such rules and regulations as it deems necessary regarding the issuance and revocation of the identification insignia.

ARTICLE XVI—AMENDMENTS

SECTION 1. Amendments to the constitution of the International Typographical Union may be enacted only by referendum vote of the general membership. Such amendments may be initiated only in one of three ways, as follows:

(a) The Executive Council may initiate and submit any proposition or amendment a majority of its members deems necessary. Such propositions or amendments to be published to the craft at least thirty days before taking the vote thereon.

(b) Convention may initiate any proposition or amendment a majority of the delegates deems necessary. Subordinate unions shall then discuss the proposed amendments, and at a date which shall be designated by the Executive Council, but which must be within three months from the adjournment of the convention, the proposed amendment shall be voted upon by the members of subordinate unions, and the vote in detail forwarded under seal, to the Secretary-Treasurer of the International Typographical Union within ten days after the date set by the Executive Council for the taking of said vote, when the International President and Secretary-Treasurer, and one member of the local union, who shall be selected by the President of this body, shall canvass the vote and declare the result to the craft, and should a majority of the votes cast be in favor of the amendment it shall go into effect sixty days after the canvass of the vote on the same.

(c) After one month's notice to its members any subordinate union may by local referendum initiate any proposition or amendment and submit to other subordinate unions for endorsement. Whenever such initiative petition has been endorsed by 150 subordinate unions, the endorsement of such petition having been secured within three months from the date said petition was initiated, it shall be submitted to a vote of the general membership. The proposals as submitted for the endorsement of subordinate unions with results of referendum of initiating subordinate union shall be published in the first issue of The Typographical Journal following the receipt of 150 endorsements by subordinate unions. The Secretary-Treasurer shall publish in the next issue after the three months have elapsed the full list of all unions endorsing any proposition or amendment. Within thirty days following such publication the proposal shall be submitted to a vote of the membership, which shall be taken on a day designated by the Executive Council, and canvassed in the same manner as amendments and propositions referred to the membership by a convention of the International Typographical Union. It shall be the duty of the Secretary-Treasurer to prepare ballots and submit any proposition or amendment initiated in either of the three ways provided: Provided, If for any reason the Secretary-Treasurer shall fail or refuse to prepare ballots and submit any proposition or amendment which has been properly initiated and endorsed, the President of the International Typographical Union shall perform the function.

Sec. 2. Propositions submitted to subordinate unions for endorsement or to the membership for adoption as herein provided shall be drafted in proper form and shall include all sections or articles amended or repealed by such proposition;

Provided, For this purpose amendments or propositions shall be deemed to be in proper form if their purpose is clear and the intent understandable. Laws or parts of laws to be repealed shall be placed in brackets, and amendments to existing laws and new laws shall be printed in bold-face type.

SEC. 3. The action of a subordinate union endorsing a proposition or amendment initiated by another subordinate union shall be irrevocable.

SEC. 4. All propositions or amendments adopted by the membership of the International Typographical Union, unless otherwise provided, shall be in force and effect sixty days after the canvass of the vote on the same.

SEC. 5. The bylaws and general laws adopted by a convention of the International Typographical Union shall become effective on January 1 next following. Propositions or amendments submitted to the membership by a convention, if adopted also become effective on January 1, next following.

SEC. 6. Conventions of the International Typographical Union shall have power to enact bylaws and general laws for the government of the craft, but all laws involving increased taxation shall be submitted to a referendum vote.

ARTICLE XVII—CONFLICTS AND CHANGES

SECTION 1. All laws and parts of laws in conflict with this constitution are hereby repealed or changed in accordance therewith, and the Secretary-Treasurer is hereby authorized to make necessary changes.

BYLAWS

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ARTICLE I—RELATIONS WITH OTHER PRINTING TRADES UNIONS

SECTION 1 In a jurisdiction where more than one international union has issued charters, an allied printing trades council shall be formed, in pursuance of the provisions of the agreement between the five international unions of the printing trade.

SEC. 2. The agreement governing the International Allied Printing Trades Association and signed by the five international unions thereof establishes an association the objects of which "are to designate the products of the labor of the members thereof by adopting and registering a label or trademark designating such products; and to engage in such other cooperative efforts as may be decided upon by its Board of Governors to be in the interests of the members of this association. It is obligatory on members of this association, its officers and local councils to bear in mind this object and not confuse it with the internal affairs or duties of the several unions comprising this association as to organization and other internal matters."

The Executive Council of the International Typographical Union is hereby authorized and instructed to seek separate agreement with other international unions to such agreement, the object of which shall be to obtain the cooperation of said unions for other purposes: Provided,

(a) Any international union may, at any time revoke its adherence to the separate agreement without in any way affecting the "association agreement" heretofore in effect since 1911 and amended in 1955 or the rights of any union thereunder.

(b) Each international union adopting the separate agreement accepts the duty and responsibility of enforcing the obligations of any subordinate union thereof which may fail or refuse to perform any obligations under the terms of the agreement.

(c) The Executive Councils of the several international unions may as deemed expedient amend the separate agreement to better attain mutually satisfactory procedure for the joint negotiation and adoption of contracts and scales; joint action in defense of the unions; joint action in organization work and in legislative activity affecting the graphic arts industry.

SEC. 3. The Executive Council is instructed to use every effort possible to bring about the elimination of the controversy involving jurisdiction over offset presses and plates.

SEC. 4. Where two or more subordinate unions of the International Typographical Union are represented in a local

Allied Printing Trades Council either local may call upon the Executive Council to decide questions of jurisdiction or international policy.

Sac. 5. Where dual unionism is involved the Executive Council may name the delegates of the local union to the local Allied Printing Trades Council or the Executive Council may bar delegates from a local union from participating in meetings and decisions of such local councils.

Sac. 6. The Executive Council is hereby authorized and instructed to seek cooperation of other printing trades unions in any other way possible to bring joint action of a defensive character and joint action in improvement of the several unions but without sacrificing any jurisdiction of the I.T.U.

Sac. 7. No merger with any printing trades union involving the I.T.U. shall be consummated unless approved by referendum vote of the membership.

Sac. 8. Whenever other printing trades unions invade the jurisdiction of the I.T.U., effective counter measures shall be taken without limitations to any particular class of work.

ARTICLE II—AUDITING ACCOUNTS

SECTION 1. The President shall cause the books and accounts of the Secretary-Treasurer and the officers of the Home corporation to be audited twice a year, as follows: All accounts for the six months ending May 20, within fifteen days after that date; and for same period ending November 20, within fifteen days after that date. For this purpose he shall appoint certified public accountants, who shall make a thorough examination and shall submit a report to the President, who shall cause its publication in The Typographical Journal.

Sac. 2. If said report should show any errors of importance, or defalcation or misappropriation of funds of the Secretary-Treasurer, or of any officer of the Union Printers Home corporation, it shall be the duty of the President, with the consent of the Executive Council, to suspend such officer or officers; and he shall proceed at once legally to secure the International Typographical Union from loss, and in accordance with the bond or bonds of said officer or officers.

Sac. 3. The International Typographical Union shall have the right to cause the books and accounts of any Conference or League, composed of members of the union, to be audited where said organization collects or solicits for any other purpose than for maintaining its functions.

ARTICLE III—CHAPELS

SECTION 1. In all offices in which three or more members are employed a chapel shall be formed and a chapel chairman elected. In case of failure or refusal of a chapel to elect a chairman, it shall be the duty of the local president to appoint a member to act as chairman.

Sac. 2. The chapel chairman shall be recognized as the representative of the local union for such purposes as are

specified in the laws of the International Typographical Union and it shall be his duty to report to the president of the local union any violation of union law or provisions of the contract. Failure to perform the duties of his office shall render a chapel chairman liable to such penalty as the local union may apply in accordance with the laws governing charges and trials.

Sac. 3. In performing the duties prescribed for him in the general laws, pertaining to violations of contract or scales of prices and the enforcement of the five-day week and overtime laws, the chapel chairman shall not be subject to any intervening action by the chapel. As a representative of the local union in such matters he is directly responsible to the local union.

Sac. 4. Chapel dues may be charged and collected in a manner that is equitable. Moneys raised by chapel dues may be used for the purpose of compensating chapel officers and otherwise enabling the chapel to perform functions required of it by International and local laws and the contract governing the office in which the chapel is located. Moneys raised by chapel dues may not be expended for any other purpose unless expressly authorized by a chapel law which does not conflict with any law of the subordinate union.

Sac. 5. Each chapel shall adopt rules for the government of its members. Such rules shall not conflict with local contract, civil law or the laws of the International or local unions. The chapel shall be final authority on application of such chapel rules which shall be confined to chapel matters only. It shall not have authority to interpret, apply, or consider on appeal any matter involving local or International laws or provisions of local contracts, except appeals from discharge when so provided by contract.

Sac. 6. Members of a chapel, even though they constitute a majority of the subordinate union, shall have no right in chapel meetings to take any action amending, suspending, or in any way affecting the laws or contracts of such union.

Sac. 7. It shall not be unlawful for chapels by majority vote to adopt a rule providing for fining a member of the chapel for nonattendance at chapel meetings when present in the office during the time said chapel meetings were being held; for violating chapel rules; provided, said fines shall not exceed ten dollars. Chapels have no authority to fine otherwise.

Sac. 8. Local unions by law, may delegate authority other than above specified for chapels or chairmen of chapels; provided said authority is confined to local matters.

Sac. 9. When chapel chairmen take action under provisions of this article, it is mandatory that such action be reported to the president of the local union within 24 hours.

ARTICLE IV—CHARGES, TRIALS AND APPEALS

CHARGES

SECTION 1. Charges may be preferred against any member for any disreputable act, conduct unbecoming a union mem-

her, violation of laws of the local or International Union, or failure to observe provisions of the contract and scale of prices. Individual members may file such charges or officers of local unions may be instructed by majority vote of members present and voting at a stated meeting of the union to bring charges against a member.

SEC. 2. Charges may be filed against any officer of a local union for neglect of duty, failure to comply with the laws of the local or International Union, misappropriation of union funds or malfeasance in office.

SEC. 3. When a subordinate union is cognizant of the performance of a disreputable act on the part of a member not working within its jurisdiction, whether such act was committed within its jurisdiction or not, it is its duty to prefer charges against him before the union under whose jurisdiction he does work.

SEC. 4. Accusations or charges must be made in writing by a member of the union in good standing. In all cases charges must be signed by the complainant and shall be sufficiently specific as to the provisions of union law violated and the alleged acts which constitute the basis of the charges to permit the defendant to prepare a proper defense. Should the complainant withdraw the charges more than 72 hours after filing same with the president of the local union, or should the union at the next stated meeting deem the charges not cognizable, the complainant may be fined a sum of not more than \$25 by action of the union or be subject to charges and trials himself.

SEC. 5. Within thirty days of the time complainant becomes cognizant of the offense alleged, two complete copies of the charges shall be delivered to the local president, who shall immediately cause to be delivered to the accused member a complete copy of the charges as filed.

SEC. 6. The member accused shall have five days after receiving the charges, if he so elects, in which to file a written answer with the president of the local union; or he may waive his right to answer without prejudicing his interest.

SEC. 7. At the next stated meeting of the union after the accused member has filed or waived answer, the president shall cause the charges and answer as filed to be read to the union. After discussion and consideration the following question shall be put to a vote by secret ballot: "Shall the charges as presented be deemed cognizable?"

SEC. 8. If a majority of the members present and voting record an affirmative vote a committee of five members shall be appointed by the presiding officer to investigate the charges, provided, local unions with less than 50 members may function with a committee of 3. Such committee shall give opportunity to all parties to the controversy to be heard. The accused member may waive the right to appear without prejudicing his interest; and may waive his right to an investigating committee, in which case the union shall proceed to appoint or draw by lot a trial committee.

TRIALS

Sec. 9. The investigating committee shall report its findings at the next regular meeting following the meeting at which it was appointed. A majority vote of members present and voting by secret ballot shall decide whether or not the charges shall be considered worthy of trial. If the charges are found worthy of trial the presiding officer shall appoint a committee of five to try the case, provided, local unions with less than 50 members may function with a committee of 3. If either party shall object to appointment, or to the personnel of the committee as appointed, a committee of five to try the case shall be drawn by lot from the members present, provided further, unions with less than 50 members may function with a committee of 3. The complainant, the accused and members who may be witnesses shall not be eligible to serve on the trial committee.

Sec. 10. The trial committee shall notify complainant, accused and their witnesses of time and place of sitting. Both parties shall have right of counsel, who shall be members of the union. Either party may demand that witnesses shall be sworn by a notary public or official authorized to administer oaths. If either party shall fail to appear, unless excused by trial committee for cause, the trial shall proceed. The trial committee may adjourn its hearings from time to time, but all parties must be given due notice of time and place of all sittings.

Sec. 11. At the next stated meeting of the union after a verdict has been reached the trial committee shall report its judgment and the evidence to the union. After the trial committee's report has been read the accused shall have the right of defense before the union. The report of the trial committee, the evidence introduced, and any defense offered by the accused before the union shall be open for debate.

Sec. 12. Where the membership of a subordinate union is in excess of 500 the subordinate union may adopt regulations for the trial of charges different from the foregoing procedure: Provided, The verdict when rendered must be approved by secret ballot at a stated meeting of the union; Provided, further, That subordinate unions may establish discipline committees to investigate minor infractions of union law or the scale of prices; such committee may after a hearing, where all interested parties are afforded a fair opportunity to be heard, impose fines of not more than one day's pay for any violation. In all cases before a discipline committee complaints must be signed by the complainants and shall be specific as to the provisions of the law violated and the alleged acts which constitute the basis of the complaints to permit the defendant to prepare a proper defense. Penalties or other decisions of discipline committees are subject to appeal in accord with International law governing appeals.

Sec. 13. The presiding officer shall submit to vote of the members present the question of guilt or acquittal. Two-thirds vote of members present and voting by secret ballot

shall be necessary to convict. If more than one offense has been charged the vote shall be taken separately on each charge in the same manner.

Sac. 14. If the charges or any of them be sustained, or if the accused pleads guilty, a vote shall then be taken on the penalty, if any, recommended by the trial committee, but this recommendation may be amended and the vote shall be first upon the heaviest penalty proposed. It shall require three-fourths vote of members present and voting by secret ballot to suspend or expel. Any lesser penalty may be imposed by majority vote.

Sac. 15. Upon first conviction for violating union law the maximum penalty shall be a fine not to exceed \$50, except in case of conviction of a member for ratting. Where suspension is provided as part of a penalty against a convicted member the period must be fixed and no right shall be affected other than that he shall not work at the printing trade during the period of suspension. Priority standing and benefits of continuous membership shall be retained by payment of dues and assessments as not at the trade. He shall be reinstated automatically at the end of the period of suspension without payment of any fee except that he shall pay any fine that may have been fixed as a part of the penalty at time of conviction.

Sac. 16. All expenses incurred in connection with the trial shall be borne by the union in case of acquittal: Provided, Fees of counsel shall not exceed pay for time lost at the scale of the union.

Sac. 17. A member charged with deliberate ratting may be summarily expelled by the Executive Council in cases where the International Union is conducting a strike or organizational campaign without citing him to appear for trial or a subordinate union may expel a member for deliberate ratting without citing him to appear for trial if the report of the investigating committee is supported by three-fourths vote of members present and voting. A local union may expel any member of the International Typographical Union found guilty of ratting within its jurisdiction. Notice of such expulsion must be forwarded to the local union with which the expelled member was affiliated and to the Secretary-Treasurer of the International Union.

Sac. 18. When a union arraigns a member on any cause without its jurisdiction, and the party so arraigned has formerly been in good standing with the craft, it is the duty of said union to give him official notification of the charges preferred and allow him the privilege of defending himself in open meeting.

Sac. 19. When, through the action of a local union, a member is suspended and debarred from the right to work at the trade, and is subsequently proven guiltless of infraction of International or local laws, said local shall be compelled to remunerate, at its prevailing scale, such suspended member for the time lost while under suspension.

Sac. 20. The evidence of rats shall not be received in the trial of union men for any cause whatever, as they are under

the ban of the union, and not recognized by it as honorable men. Evidence gleaned from the books and bookkeeper of an office should be considered good evidence on trial of a union man for violation of scale, unless surrounding circumstances or union evidence in rebuttal weakens or destroys it.

Sac. 21. No evidence shall be received or considered by a committee appointed to try charges except such as shall be offered at a regular hearing of the committee, at which all parties interested shall be, or shall have been, notified to be present.

Sac. 22. The accused may, if he so desires, waive any and all of the rights guaranteed to him by the constitution and bylaws; and upon such waiver the union may, by a majority vote, proceed to act. Nothing herein contained shall interfere with the appeal rights of the accused. The defendant to charges shall not be compelled to testify.

Sac. 23. A member charged with contempt of the union or a committee of the union shall be accorded full privileges of trial and upon conviction may be punished in the same manner as if convicted of another offense.

Sac. 24. Any member bringing charges against another which he fails to sustain by proper evidence may, by a two-thirds vote of the union, and without referring the matter to any trial committee, be censured or fined an amount equal to the expense of the trial, or both censured and fined.

APPEALS

Sac. 25. A member who has been convicted of any offense against the union and who believes his conviction was irregular or unjustified may appeal to the Executive Council by giving proper notice and following procedure governing such appeals.

Sac. 26. When a local discipline committee (authorized by section 12 of this article), or a local executive committee, has rendered a decision or verdict against a member or members, and appeal is taken therefrom, such appeal shall be acted upon at the next stated meeting of the subordinate union.

Sac. 27. When a subordinate union has taken an action or rendered a decision, any aggrieved member, members, chapel, or employer having a contract with said subordinate union, or any applicant for admission whose application has been rejected, may appeal as provided in the constitution and bylaws. In all instances where applicants for membership in the union are rejected, they shall be furnished with a copy of I.T.U. Appeal Procedure which will be supplied by the Secretary-Treasurer of the I.T.U. on request.

Sac. 28. Notice of intention to appeal to the Executive Council must be filed in writing with the president of the subordinate union with which the appellant is affiliated within five days after the action is taken or the decision rendered by the subordinate union.

Sac. 29. Appellant shall prepare and file with the president of the subordinate union two complete copies of appeal brief

with all evidence and argument within twenty days after the action or decision of the subordinate union against which appeal is made.

SEC. 30. The respondent union shall have prepared two copies of its reply and file same with the president of said subordinate union within twenty days from date appeal brief is received. One complete copy of the reply containing all evidence and argument shall be immediately transmitted to appellant.

SEC. 31. Appellant shall have five days from date reply is received in which to prepare and file, as above provided, a rebuttal brief. If no rebuttal brief is filed as above provided, one copy each of the original appeal and reply briefs shall be transmitted to the Executive Council and a decision rendered upon the evidence and argument contained therein.

SEC. 32. If appellant files rebuttal brief as above provided, respondent shall have five days from date it is received in which to prepare and file surrebuttal, in which event the case shall be considered closed and copies of all documents transmitted to the Executive Council by the president of the subordinate union. If a surrebuttal is filed by respondent, copy of such surrebuttal shall also be furnished to appellant on the date all documents are transmitted to the Executive Council. If no surrebuttal is filed by the respondent union within five days from the date on which rebuttal brief is filed by appellant, all documents in connection with the appeal shall then be immediately forwarded to the Executive Council. On the same date that documents are transmitted to the Executive Council, appellant shall be notified that no surrebuttal will be filed and that all documents in connection with the appeal have been so transmitted.

SEC. 33. The President of the International Union may extend the time in which either party is required to file argument and evidence in appeals to the Executive Council if, in his opinion, justice will be served thereby.

SEC. 34. When the contention of a member who has appealed to a subordinate union is sustained by action of such subordinate union and an appeal is taken to the Executive Council therefrom, the original appellant shall have the right to participate, or be represented by counsel, in preparation of respondent union's answer. Upon demand to the president of the subordinate union he shall be furnished with copies of all documents as transmitted to the Executive Council and he shall also be permitted to transmit to the Executive Council a reply to all evidence and arguments in the case.

SEC. 35. Where appeal is made against an action or decision of a subordinate union the action or decision of the subordinate union must be complied with by all parties pending decision by the Executive Council. In cases involving dues, assessments, fines, or other moneys assessed by the subordinate union against a member, a sum sufficient to cover the amount in dispute shall be deposited with the president of the subordinate union to be held in escrow until decision has been rendered by the Executive Council. When a subordinate

union has rendered a verdict of censure, reprimand, suspension, expulsion, or revocation of membership, it shall not be enforced pending final decision if appeal be made as provided herein. Where a rejected applicant appeals in accordance with the provisions herein and the Executive Council sustains the appeal the local union shall obligate the applicant upon payment of proper fees and dues.

Sec. 36. All parties to an appeal, in cases where documents are submitted, are required to make affirmation as to the truth of their statements. The written signature of the parties in interest shall be considered as such affirmation.

Sec. 37. Either the appellant or respondent may appeal against decision of the Executive Council, or any subordinate union affected, as such by a decision or action of the Executive Council may appeal to the next succeeding convention of the International Typographical Union.

Sec. 38. The party or subordinate union desiring to appeal against a decision or action of the Executive Council shall give to the International Secretary-Treasurer notice of such appeal within sixty days of the date of the decision or action against which appeal is to be made: Provided, No such appeal shall be considered by a convention unless notice as herein provided shall have been given prior to the first day of the month in which the convention is held.

Sec. 39. Copies of all documents, evidence and arguments must be transmitted to the International Secretary-Treasurer within sixty days after notice of appeal shall have been given. All appeals to a convention must be in printed form and only the briefs, documents and evidence upon which decision of the Executive Council was based shall be presented to and considered by the committee on appeal: Provided, That appellant shall have the right to include in his printed appeal an argument based upon the decisions of the Executive Council from which the appeal is made.

Sec. 40. The appellant shall furnish to the International Secretary-Treasurer on or before the day previous to the convention at which such appeal is to be considered, not less than five hundred copies of the appeal to be distributed by the International Secretary-Treasurer to each delegate in attendance at the convention.

Sec. 41. In cases of appeal by a subordinate union, a member, or members against a decision or action of the Executive Council the decision or action of the Executive Council shall be complied with unless and until such decision or action shall have been reversed by the convention: Provided, If such decision or action of the Executive Council be not so reversed the decision or action shall be final and there shall be no further appeal therefrom.

Sec. 42. Any subordinate union, member, or members refusing to accept and observe a decision or action of the Executive Council pending appeal to a convention, or any subordinate union, member or members refusing to accept and observe decision of a convention upon a matter that has been appealed shall be subject to summary expulsion by the Executive Council.

Sac. 43. Any subordinate union, member, or members not satisfied with the judgment of the court of last resort (the convention of the International Typographical Union) and who seeks redress in the courts, shall be required to deposit with the Executive Council an approved bond sufficient to cover the costs entailed by the International Typographical Union in defending the action, and the same procedure shall be followed when any member or members shall seek an injunction against the International Typographical Union or its officers or any of its subordinate unions.

Sac. 44. In no case shall a member appeal to a civil court or any other agency for redress from an action by the union until he has exhausted his rights of appeal under the laws of the International Union. Any member who violates this section shall be liable to summary expulsion by the Executive Council.

ARTICLE V—CHARTERS

SECTION 1. Application for charters must be made upon the form prepared therefor, which may be had upon request to any International representative, or will be furnished upon application to the President or Secretary-Treasurer of the International Typographical Union.

Sac. 2. Any person under the ban of expulsion in a subordinate union can not become a charter member of another union.

Sac. 3. A union applying for a charter is required to submit its constitution and bylaws for examination and approval by the International President, also a list of its officers and members.

Sac. 4. Each person signing an application for a charter shall pay the sum of \$5, \$2 of which shall be transmitted to the Secretary-Treasurer of the International Typographical Union in payment for the charter and cost provided for in sub-section d of section 4, article viii, bylaws, the remainder of which shall be retained in the local union treasury. This is in addition to the cost of the I.T.U. lessons in unionism which all applicants for membership in the I.T.U. are required to pay in accordance with the provisions of section 3, article xvi, I.T.U. bylaws.

Sac. 5. A charter shall contain as the official designation of the union the name of the city or town in which it is located and none other.

Sac. 6. Where a city is absorbed in the corporation of another, and a union exists in both, the smaller union shall be merged into the larger.

Sac. 7. A subordinate union has not the right to erase the names of charter members (who may have ceased to be union members from any cause) from their charters and substitute others in their places. The charters (as to names) must remain as issued by the International Union. This shall not operate to prevent a union attaching to such charter, on a separate sheet, a sketch of the delinquency or degeneracy of any party whose name appeared thereon as a charter member.

Sec. 8. It is competent for a subordinate union to take a charter from any state within which it may be located, in order to protect itself in the possession of property and other legal rights, but the charter of the International Union is supreme, and governs in all craft matters where it does not conflict with the laws of the state or nation.

Sec. 9. A majority of a union can not by vote surrender its charter. A charter may be granted to eight applicants who are members of the I.T.U. or eligible for such membership, and a union can not be dissolved while there are that number of members (other than proprietors and members not actively working at the trade) in good standing desirous of retaining the charter. Where local unions are composed of less than eight members other than proprietors and members not actively working at the trade, and it is proved to the International Executive Council that union conditions are not being maintained, the Executive Council shall order the charter revoked.

Sec. 10. With the consent of the Executive Council two unions may consolidate by a majority referendum vote of each union: Provided, That thirty days' notice of the proposed vote shall be given at a meeting of each union concerned and that voting shall be limited to members (other than proprietors and members not actively working at the trade) in good standing in their respective local unions for not less than six months.

ARTICLE VI—DISCIPLINE—GENERAL

SECTION 1. In offices under the jurisdiction of the International Typographical Union the foreman is the only person to whom to apply for work, and any person securing work, or attempting to secure work, in any department under the jurisdiction of the foreman, in any other manner than by application to said foreman, shall be deemed guilty of conduct unbecoming a union man, and, upon conviction before a trial board, shall be suspended or expelled, as three-fourths of the members may determine: Provided, That nothing in this section shall be construed to conflict with the rights of members holding situations to employ competent substitutes without consultation or approval of foremen.

Sec. 2. It shall be unlawful for any member of the International Typographical Union to belong to any secret organization, oathbound or otherwise, the intent or purpose of which shall be to influence or control the legislation or the business of such local union or of the International Typographical Union, the selection or election of officers of such local or International Union, or the preferred or other situations under their jurisdiction. Any member guilty of a violation of this section shall, upon conviction of a first offense, be deprived of the right to hold office in the local or International Union; and upon conviction of a second offense, shall be expelled. Any member belonging to, or aiding in the formation of, any organization dual to the International Typographical Union may be summarily expelled by the Executive Council without formal trial upon proof of

such fact satisfactory to the Executive Council. The failure (within 30 days of date of demand) of any member to declare under oath, his affiliation or non-affiliation with an organization declared dual by the Executive Council of the International Typographical Union, shall be deemed as proof that the member is affiliated with a dual organization. Any subordinate body of the International Typographical Union may be dissolved, or its charter may be revoked, or the International Typographical Union Executive Council may take full and complete charge of all the affairs of such organization when it is deemed necessary to protect the jurisdiction of the International Typographical Union. Notice by first-class mail to last known address of any member from whom the Executive Council demands a declaration under this law shall be sufficient.

Sec. 3. Assignment of wages for any purpose, where an ultimate profit is received by members or others, is forbidden everywhere within the jurisdiction of the International Typographical Union, nor shall any member act as an agent for outside usurers. Printers' benevolent societies are not included in the operation of this act, if the society does not charge interest in excess of 1 percent per week. Upon the presentation of charges, local unions shall try the issue and decide whether this section has been violated, and impose such penalties as may be deemed necessary.

Sec. 4. No member shall be allowed to use the name or number of a local union or the name of the International Union as an imprint on commercial printing, or for any other purpose, without the sanction of the union.

Sec. 5. Any member of a subordinate union having wronged a sister union by the misappropriation of funds shall have his card revoked by the union of which he is then a member, upon such union being notified of the misappropriation, under seal of the union, unless the delinquency is paid and forwarded to the union in which he is a defaulter.

Sec. 6. Any member of a union engaging to take a situation in the jurisdiction of another union at a lower rate of wages than the scale of prices of the latter union calls for, is guilty of ratting, even though the situation may not be obtained.

Sec. 7. It shall be a misdemeanor, punishable by expulsion, for one union man to make application for the position of another union man in any office.

Sec. 8. Any member who shall counterfeit or imitate the International dues stamp or working card, or knowingly use such imitations or counterfeits, shall be fined not less than \$50, or be expelled from this union, as the circumstances may warrant, after trial has been accorded the accused.

Sec. 9. It shall be unlawful for a member of any subordinate union of the International Typographical Union to perform a day's work in any office under the jurisdiction of the local union to which he or she may belong, and at the conclusion of the day's labor to perform work over which the I.T.U. has jurisdiction in any other shop or place without permission of the local union.

SEC. 10. When a vote is taken in a meeting of a subordinate union on a reduction of a scale, alteration of a scale, or any dispute as to the construction of a scale or in relation to the surrender of a charter, it must be by secret ballot. Any union violating this law shall be fined \$10 for the first offense, and for the second offense its charter shall be suspended by the Executive Council, subject to the approval of the next convention of the International Union.

SEC. 11. No member of a subordinate union shall be entitled to vote upon a proposed change in the scale of prices, to adopt a recommendation of a scale committee, or to accept a counter-proposal of an employer or employers received through conciliation, unless he has been a member of said union for the previous six months, and is in good standing, except where the union has been in existence for shorter period. It shall require a majority vote, by secret ballot, of such qualified members present at the meeting to adopt. Members classified as proprietors or not-at-trade for dues payment purposes shall not be eligible to vote on matters pertaining to wage scales.

SEC. 12. The term "secret ballot" shall be applied to guarantee secrecy and may be by printed ballot or by white and black balls.

ARTICLE VII—DUES AND ASSESSMENTS

SECTION 1. Every member, except those residing at the Union Printers Home, who shall be considered members in good standing (and who upon admission to the Home, may take the option of accepting payment of funeral and burial expenses in the Home plot as a burial benefit and be exempt from mortuary assessment or claim the full benefit to which they would be entitled on payment of 35 cents each month, which amount must be paid and reported to the Secretary-Treasurer monthly), shall pay the International Typographical Union per capita tax and assessments for any given dues month on or before the tenth day of the next succeeding calendar month, and on payment of the same shall receive from the local union in which membership is held an International working card or due stamp so canceled by the local officers as to indicate the month or months for which International dues have been paid.

SEC. 2. The dues month of each subordinate union shall end on the last Saturday of the calendar month and members shall pay assessments for that dues month on all wages received during the dues month, regardless of the particular day of the week which may have been selected for pay day in any shop. Every calendar month having four Saturdays will be a four-week dues month and every calendar month having five Saturdays will be a five-week dues month.

SEC. 3. Every member must demand, and shall receive, on payment of the proper sum, dues stamps or a working card for each month's dues paid. The card shall show the sum paid for per capita tax, local dues, old age pensions and mortuary assessments, and such other assessments as may be levied by the local or International Union, and the date of said pay-

ments. It shall be optional with subordinate unions to choose either the adhesive stamps or working cards hereinbefore mentioned, but in every instance an adhesive stamp shall be attached or a stamped working card issued for each month's dues paid, and the stamp or card canceled to show the particular month's dues paid.

Sac. 4. The secretary of each local union shall make an itemized report each month to the Secretary-Treasurer of the International Union, showing the amounts of local dues, per capita tax and assessments collected from each member, the date when each member paid his dues and the dues month for which payment was made. The names of members shall be arranged in alphabetical order in the itemized report, except that where collection is made by chapels, the report may be arranged in alphabetical order by chapels. The itemized report and the stamp report required by section 18, article xx, bylaws, for any dues month shall be transmitted to the Secretary-Treasurer of the International Union on or before the 20th day of the succeeding calendar month.

Sac. 5. In cases of members holding traveling cards and so situated as not to require active affiliation with any subordinate union, the per capita tax and assessments shall be collected by the proper officer of the union in which said traveling card is deposited or presented for renewal, and the amount so received shall be shown on the card issued by affixing International due stamps in such a manner as to indicate the payment of monthly per capita tax and assessments in regular sequence; and the secretary of the union shall report to the Secretary-Treasurer the amounts collected for each month in the same regular sequence.

Sac. 6. Any member who is not in possession of an International working card for the current month, or to whose card International due stamps showing all dues up to the current month to have been paid, as provided in section 1, are not attached, shall be deemed as delinquent to the International Union, and shall not be entitled to any benefits or to be a candidate for any office in the International Typographical Union.

Sac. 7. Members of subordinate unions or members holding traveling cards shall stand suspended when four months in arrears for local or International dues or assessments. Members suspended for non-payment of dues shall have no standing in the organization and shall not be entitled to benefits.

Sac. 8. It shall be the duty of the subordinate unions, on request of a member who is sick or disabled, and who shows that he is in destitute circumstances, to protect his membership in the organization during such sickness or disability, the local union to be reimbursed for this expenditure by the member benefited after recovery. It shall be the duty of the Secretary-Treasurer of the local union, or of a committee specially designated by the union for this purpose, to check at least once every three months on all members for whom the union is paying dues. The purpose for such periodic checkup is to ascertain the continuity of the illness of the

member, the desire on the part of the member to have the union continue to keep him or her in good standing and for any other reason deemed by the union to be appropriate. Should it be later found that such member was not actually sick or was not entitled to have his or her membership protected under this section of our laws, liability for reimbursement for dues paid by the local to the I.T.U. shall not exceed three months.

SEC. 9. Local dues shall be charged from the first day of each month, except in cases where the member has paid the current month's dues, or in instances where the percentage system applies. In cases where members deposit traveling cards showing International per capita tax to have been paid in advance, local unions when collecting dues shall allow full credit for the amounts so paid.

SEC. 10. No members of a subordinate union shall be allowed to pay dues in the jurisdiction of one union while working under that of another; and no subordinate union shall receive dues as aforesaid. Dues of right belong to the union under whose jurisdiction the party is working.

SEC. 11. No subordinate union shall have authority to assess its members for payment of life insurance premiums.

SEC. 12. Dues and assessments must be paid on money received as a bonus, as vacation pay, or as a gift or gratuity for services performed at the printing trade, and on all money deducted from earnings for taxes, group insurance, health and welfare programs, pensions of any nature, and unemployment insurance. No dues and assessments shall be paid on benefits received by sick or disabled members under health and welfare programs: Provided, That when a member retires or leaves his employment for any reason he shall not be required to pay assessments on any monies received from an industrial pension fund.

ARTICLE VIII—DUTIES OF INTERNATIONAL OFFICERS

THE PRESIDENT

SECTION 1. The President shall attend and preside at all conventions of the International Typographical Union during his term of office; he shall have the casting vote whenever there shall be an equal division on any question, except where he shall have voted on the call of the ayes and nays.

He shall require a faithful performance of duties on the part of all officers and a strict and businesslike manner of keeping all accounts, paying out money, and conducting correspondence.

He shall see that all moneys belonging to the International Union are properly deposited in responsible banks, in the names of the President and Secretary-Treasurer as such, and money shall be drawn from such banks only by check signed by the President and Secretary-Treasurer, and only when both officers are fully satisfied that such money is lawfully and justly due the person or persons for whose benefit the check is drawn.

He shall, with the approval of the Executive Council, appoint all necessary representatives, shall oversee and direct the operations of representatives, and shall, when necessary, visit such place or places as may require his presence or personal attention.

He shall establish and maintain a statistical bureau in the International office for the purpose of compiling information and statistics relative to the printing trade and general economic conditions, such data to be at all times available for use by subordinate unions.

He shall direct and maintain a bureau of education, which, in addition to the preparation of educational material for apprentices, shall prepare and sell, to members only, a course in advanced composition and such other educational materials as may equip members to master new operations which come under the jurisdiction of the International Typographical Union.

He shall direct and maintain a label bureau, which shall aid subordinate unions in the work of creating a demand for the use of the union label upon all printed products and publications. This bureau shall create and maintain an active campaign, on an international level, for the promotion of the Union Label and the goodwill of the International Typographical Union.

He shall be the representative of the International Typographical Union to the International Allied Printing Trades Association, and shall appoint such other representatives to the maximum number to which this union is entitled.

He shall, before accepting the official bond of any officer, be satisfied that such bond is valid and in proper form, and for that purpose he is empowered and instructed to take competent legal advice upon the matter; he shall in case of his mismanagement or misappropriation of any funds of this union by any official charged with the custody, collection and disbursement thereof, at once proceed to collect the same from the official in default, or, in the event of the failure of such officials to make good such deficiency, institute legal proceedings against such defaulting officer and his sureties.

Should inaccuracies appear in the report of the auditing committee of a local union, or if the International President has reason to believe there is a shortage or misappropriation of funds, he shall designate a representative to take charge of the financial affairs of such subordinate union and may appoint a certified accountant to make examination and audit the books and accounts of said union. The certified accountant so employed shall be authorized by the International President to take possession of all financial books, records and accounts of said subordinate union and make such audit and file such report as directed by the International President. The report and findings of the certified accountant shall be filed with the president of the subordinate union by the President of the International Union. The president of the subordinate union shall proceed in the civil or criminal courts, or in accordance with the laws of the International Union governing charges and trials, as the facts

appear to warrant. The subordinate union shall bear the expense of the audit and prosecution of those responsible for the shortage or misappropriation.

The above authority shall also be exercised by the President with regard to chapels.

SEC. 2. The President shall issue monthly a publication to be known as The Bulletin which shall contain statistical material; factual data; information helpful to local unions, the members thereof; to scale committees and board of arbitration. There shall also be printed in The Bulletin decisions of the Executive Council rendered on appeals. Such official Bulletin shall not exceed forty pages in size and shall be supplied to the president and secretary of each subordinate union; to the chairman of any scale committee requesting the same and in so far as possible to the chairman of chapels of ten or more members.

VICE-PRESIDENTS

SEC. 3. The Vice-Presidents shall perform such duties as are set forth in the constitution and as may be required by law. In the performance of duties assigned by the Executive Council, as provided in section 3, article vi, of the constitution, Vice-Presidents shall be under the direction and control of the President.

SECRETARY-TREASURER

SEC. 4. The Secretary-Treasurer shall act as the financial officer of the International Typographical Union and as secretary of the conventions of this union.

(a) Conventions.—He shall have the reports of the officers of the International Typographical Union printed in pamphlet form, and a copy of such reports shall be mailed to every delegate-elect as soon as possible previous to the assembling of the convention; he shall publish in the July number of The Typographical Journal, as a part of the regular edition, the annual reports of the officers; he shall furnish each subordinate union, prior to the election of delegates, with two (or more where needed) copies of blank delegate certificates of election; he shall make a just, true and complete record of each and every day's proceedings, to be printed and laid on the desks of delegates each morning during the sessions of the convention; he shall, immediately after the final adjournment, cause the same to be made up in the form of The Typographical Journal, and published with a regular edition of that paper at as early a date as possible; he shall, in connection with the President, compile and publish in uniform size, within sixty days following the canvass of the vote on amendments submitted to the membership after each convention, a Book of Laws, containing the Constitution, Bylaws, General Laws and Convention Laws of the International Typographical Union, also the Constitution, Bylaws and Rules of Government of the Union Printers Home, and distribute copies thereof to local unions in sufficient numbers to supply their full membership.

(b) **Funds.**—He shall procure interest^c whenever possible on all funds deposited by him on the direction of the Executive Council, and cover the same into the treasury of the International Union; he shall have the custody of all bonds, to secure the deposit of the funds of the International Union; he shall draw moneys from bank only by check signed by the President and himself; he shall require all bills against the International Union to be itemized, and shall only pay such bills as are in accordance with the order of the International Union direct, or its laws, and after approval of the President; he shall have the books of deposit with all banks balanced at the end of each fiscal month; he shall submit all his books and accounts to the expert accountants twice a year; he shall send all receipts for money received from financial officers of subordinate unions to the disbursing officers of said unions, acknowledging, by postal or otherwise, the receipt thereof to president of such subordinate unions, stating what month the payment is for, the amount and by whom sent; he shall at least once each month transfer and pay over all moneys by him held to the credit of the Union Printers Home fund, to the Secretary-Treasurer of the Union Printers Home corporation, and shall take his receipt therefor; he is authorized to pay the assessments of the American Federation of Labor and Congress of Industrial Organizations as they fall due; he is authorized to pay to the Canadian Labor Congress a per capita tax on all members of the International Typographical Union in good standing in the Dominion of Canada; he shall keep a file of the bonds of the fiduciary officers of subordinate unions and notify the presidents and secretaries of such unions that said bonds are about to expire thirty days previous to such expiration; and he shall keep at headquarters a set of records in which shall appear the names of all of the members of the International Typographical Union, together with the sum of money paid by each as per capita tax and assessments to the International Typographical Union in monthly sequence, as reported by the secretaries of subordinate unions, and these records shall show the standing of the members in the organization.

(c) **The Typographical Journal.**—He shall publish in The Typographical Journal: A sworn statement of the balances off his bank books of deposit monthly; a full monthly statement of receipts and disbursements of all kinds, except that disbursements pursuant to article xii, section 17 of the Bylaws shall be published only in such detail as the Executive Council shall direct; on or before the first of each month a list of arrearages of subordinate unions, and if said arrearages are not paid within thirty days thereafter the presidents of all such unions shall then be officially notified; he shall exclude from the columns of The Journal all communications or other matter impugning the motives or reflecting upon the honesty of members of this union; he shall provide for the President and for each member of the Executive Council a department in which each of the officers, without interference or censorship, may discuss or present to the membership any matter or topic pertaining to the business or interest of the membership of this union.

(d) **Supplies.**—He shall furnish subordinate unions with bound copies of the Union Traveling Card, in books of 25, 50 or 100 cards, as may be desired, at the prevailing list price, upon application; blanks books for traveling cards received and issued, and blank applications for the mortuary benefits; he shall prepare a "charter outfit," to include books, blanks and seal, and a form of "Petition for Charter," and no charter shall be granted unless presented on this form.

(e) **Miscellaneous.**—He shall conduct all his business, correspondence, etc., in a prompt and systematic manner, keeping files, etc., of all documents, and copies of all correspondence; he shall have power to procure all necessary printing required by the officers in conducting the official correspondence and other business of the union and shall employ such assistants as shall be deemed necessary by the Executive Council.

(f) **Membership Record and Register Number.**—He shall establish and maintain in his office a complete record of all journeymen active members of the International Typographical Union. This record shall contain the age of each member, the date of his initiation, where initiated; the date and cause of suspension or expulsion, the date of reinstatement or re-initiation, together with the date of death and such other matter as may be deemed necessary by the Executive Council to determine the continuous membership of any member of the International Typographical Union. Every member shall furnish on a blank provided for his use the date of his birth, the date of initiation and such other statistics as are necessary to show clearly the length of his continuous membership. The membership statements filed with the Secretary-Treasurer are only for the use and information of the officers of the International Union in the payment of benefits contingent upon continuous membership. The Secretary-Treasurer of the International Union is hereby authorized and instructed to refuse to make public the record of any member except as the business of the International Union may require. Every member shall be assigned a register number by the Secretary-Treasurer of the International Typographical Union, and he shall thereafter be officially known by such register number. Such books as are necessary for the use of local unions in keeping a proper record of their members, and the payments of dues and assessments made by such members, shall be kept in stock by the Secretary-Treasurer of the International Typographical Union and sold to local unions at a price to be determined by the Executive Council: Provided, It shall not be obligatory upon the part of local unions to purchase their record books from headquarters. Any local union desiring to do so shall have the privilege of printing its own record books and arranging them so as to permit of the keeping of data in addition to that required by the International Union.

EXECUTIVE COUNCIL

Sec. 5. Meetings of the Executive Council shall be held on call of the President in such city at such place and time as the President shall direct for the transaction of such business as may be properly placed before the Executive Council for

consideration. Such notice may be either verbal or written. Notice of meetings shall be given through the International Secretary-Treasurer and whenever so directed by the President notice to three members shall be sufficient. At any meeting of the Executive Council three members, two of whom shall be the President and Secretary-Treasurer, shall constitute a quorum. The vote of three members of the Executive Council shall at all times be necessary to decide any question, approve or disapprove any matter properly brought before it for consideration and decision. Any action supported by three members shall be accepted as an action of the Executive Council of the International Typographical Union: Provided, The Executive Council shall not take action or render a decision which shall interfere with the duties or obligations specified for the President or Secretary-Treasurer in the constitution.

Sec. 6. Appeals and other questions requiring action by the Executive Council may be submitted individually to members in document form and the vote recorded in the same manner and with the same effect as hereinbefore provided.

Sec. 7. The Executive Council shall have jurisdiction over and shall decide all appeals against a decision or an action of a subordinate union; all disputes or differences arising between subordinate unions; controversies and differences between employers and subordinate unions.

Sec. 8. The Executive Council shall have authority to interpret and enforce contracts and agreements; interpret and construe the laws of the International Union and subordinate unions; and it shall have authority to enforce such interpretation and construction unless and until reversed on appeal as herein provided. It shall have the power and jurisdiction to decide all questions properly brought before it relating to the business and affairs of the union. It shall have such further powers and perform such other duties as may be set forth in the constitution and laws.

Sec. 9. Any member affected by a decision or action of the Executive Council, or any aggrieved subordinate union, shall have the right to appeal to the next succeeding convention of the International Typographical Union.

REPRESENTATIVES

Sec. 10. It shall be the duty of each representative to correspond with or visit such town or places where no union exists and there are printers or allied craftsmen at work, as the President may direct, with a view to encouraging them to embrace unionism. He shall examine the books and business methods of such unions as he may visit, and shall recommend to said unions any changes that will tend to safeguard the finances or facilitate the business of the union: Provided, however, That no International representative shall take charge of the affairs of a local union until so requested by said subordinate union.

ARTICLE IX—ELECTION OF INTERNATIONAL OFFICERS

QUALIFICATION OF CANDIDATES

SECTION 1. The qualification of candidates for office in the International Typographical Union shall be as follows:

1. Membership in the International Union and in continuous good standing for at least one year previous to making a declaration as candidate and previous to the acceptance of the nomination ("continuous good standing" means that a member must have paid his dues and assessments as provided by International law), and freedom from delinquency of any nature to the International or subordinate unions.
2. For Third Vice-President, membership as a mailer.

DECLARATION OF CANDIDACY

SEC. 2. Members of subordinate unions who desire to be candidates for office in the International Typographical Union shall announce such candidacy in the December and January issues of The Typographical Journal preceding the date fixed by law for the making of nominations. Candidates when making such announcements shall accompany the same with a certificate signed by the president and secretary of the local union to which they belong, and bearing the seal of the union, certifying that they have been in continuous good standing for one year previous to November 1 of that year. Announcements shall not exceed in space four lines of six-point type the full width of one column of The Typographical Journal, and shall contain the following:

Name.....

Candidate for.....

Member of..... Union No.....

Continuous active member for.....years.

These announcements shall be properly classified under the heading of "Candidates for International Offices," and shall be further classified under appropriate sub-headings designating the office for which the member is a candidate; and this publication shall be an official notification to the officers and members of subordinate unions of the candidacy of such members for the office designated.

NOMINATION OF CANDIDATES

SEC. 3. Subordinate unions may nominate at the regular meeting in February one candidate for each elective office. Nominations shall be made by ballot and the names of all members who have announced their candidacy as is provided in the preceding section shall appear thereon. Candidates for President, First Vice-President and Secretary-Treasurer who receive a majority of the votes cast shall be recorded as having received the endorsement of the union. Candidates for other offices who receive the highest number of votes shall be recorded as having received the endorsement of the union. If

shall be the duty of one of the secretaries of each subordinate union taking action to immediately notify the Secretary-Treasurer, who is directed to close nominations at 12 M. (noon), on March 8, those received after that time to be disregarded; the Secretary-Treasurer shall publish in the April issue of The Typographical Journal a list of nominees and nominators, declaring the five candidates for each office who have been supported by the largest number of unions as nominees. The offices for which they were respectively named. Provided, That candidates for the office of President, First Vice-President and Secretary-Treasurer shall have at least fifty endorsers, and all other candidates shall have at least twenty endorsers.

Sec. 4. Within forty eight hours after closing of nominations, the Secretary-Treasurer shall mail notices of their nominations to all eligible candidates, and each candidate so notified shall on or before 12 M. (noon) of March 25, inform said Secretary-Treasurer of his acceptance of the nomination. Each candidate, when sending notice of acceptance of a nomination, shall also file with the Secretary-Treasurer a statement that he or she has been in continuous good standing for one year previous to March 1 of that year, and said statement shall be attested by the president and secretary of the local union, with the seal of the union attached. On failure to comply with this law it shall be the duty of the Secretary-Treasurer to strike the delinquent's name from the list, inserting in lieu thereof the name of the next eligible candidate. He shall also forward with his acceptance of the nomination, if he desires to use the space allotted him, his letter for the April issue of The Typographical Journal provided for in the following section.

Sec. 5. Candidates who have received the requisite number of endorsements and who have filed their acceptance of the nomination for office sought shall be entitled to space in the April and May issues of The Typographical Journal for the publication of reasons and arguments in support of their candidates, such matter to be personally prepared by the candidates, and no candidate shall receive or sanction the issue of any other literature or printed matter in his behalf, unless signed by the candidate or three members in good standing of the International Typographical Union. Provided, That the letters of candidates for President, First Vice-President, Second Vice-President, Third Vice-President, and Secretary-Treasurer shall not exceed two thousand words each, letters from candidates for other offices shall not exceed three hundred words each. Provide further, That the letters of all candidates shall be subject to and governed by sub-section c, section 4, article viii, of the by-laws. It shall be the duty of the Secretary-Treasurer to properly arrange the letters of all candidates under a general heading of "Political Section," and sub-classify them under appropriate heading designating the office and the candidate in whose interest the publication is made. All such matter shall be set in type uniform in size and style with the general body of The Typographical

Journal. The "Political Section" herein provided for shall appear in The Typographical Journal for the months of April and May preceding the election.

It is mandatory that each and every member comply with the following rules regarding political activity in any International Typographical Union election or referendum:

(a) When groups of members run for office under a named group or political party, any claims or allegations made by such group or party on behalf of such candidates shall be over the printed names or written signatures (not less than three) of the sponsors or officers of the group or party. The candidates supported by such group or party shall share with the sponsors or officers issuing same, the responsibility for such claims or allegations.

(b) No untrue statements may be made in political literature, nor shall any conclusions be published which impugn the motives of candidates. The facts from which conclusions are drawn shall be clearly stated so voters can compare and also draw their own conclusions. Any such group or political party shall print a platform or statement of its aims and purposes so the members will know what to expect after the election. All members should realize that scurrilous references, slander or libel react on the reputation of the union. To try to elect the best officers should be the aim of each member of the union.

(c) No political group or party may be financed by other than members of the union and a correct and complete list of donors must be kept by the person or persons designated to accept such donations. Said list of donors shall be made available for checking purposes to any audit committee in case charges are preferred under article IV, I.T.U. bylaws for violation of this section. Acceptance of money or indirect financial help of any kind for political purposes from other than members of the union is prohibited both as to candidates and others acting in their behalf or working for their election. Any individual member financing the issuance of political statements for or against any candidate or candidates is personally responsible therefor to the same extent as would be a group or political party, and said individual must file the statements as to receipts and expenditures.

(d) At the conclusion of each and every election each group or political party and each candidate for office in the International Typographical Union shall file with the Secretary-Treasurer of the International Typographical Union a complete statement showing the total amount of money collected (or donated by himself) for political purposes during the preceding two years and a statement showing how the money was spent. Said statements shall be signed by the parties receiving and spending money. This provision shall also apply to any group, political party or individual member extending money to influence the results of a referendum.

Sec. 6. The Secretary-Treasurer shall, as soon as possible after the foregoing provisions have been complied with, prepare and have printed ballots containing the names of all candidates who have qualified. (a) Names shall be arranged

according to the number of nominations received. (b) When a tie occurs the name shall be drawn by lot. (c) Each candidate's name by the name and number of the union of which candidate is a member. (d) The ballot shall bear the official seal of the International Typographical Union. (e) The ballot shall be so constructed that a voter can with ease designate his or her choice by making cross (X) opposite the names of candidates for whom he or she desires to record his or her vote. (f) The International Secretary-Treasurer shall supply to secretaries of subordinate unions a sufficient number of ballots, free of cost, that all members of each subordinate union shall have opportunity to vote. (g) He shall also have prepared and supply to local secretaries two tally sheets. (h) He shall also have prepared and supply to local secretaries one envelope of proper size to carry the tally sheet, which envelope shall be addressed to the International Secretary-Treasurer. (i) The return envelope shall have printed thereon in plain type the following words: "This envelope contains only election returns from Typographical Union No. ____." (j) The necessary election supplies provided for herein shall be prepared before April 20 of year in which election of International officials occurs. (k) No ballots shall be used at such elections except those issued by the International Secretary-Treasurer in accordance herewith.

SEC. 7. In event of death of any candidate for President, Secretary-Treasurer, First Vice-President, Second Vice-President, or Third Vice-President regularly announced in the December or January issues of The Journal, or in the event of a vacancy because of death of any candidate on the official ballot for the above-mention offices, such vacancy may be filled by petition of fifty subordinate unions in the case of President, First Vice-President and Secretary-Treasurer, and twenty subordinate unions in the case of Second Vice-President and Third Vice-President; action by local unions to be taken at regular meetings or special meetings called for the purpose; and the Secretary-Treasurer shall be notified immediately as provided in section 3, governing nominations for office, at the union meetings held in February. The notifications from subordinate unions of their nomination of a candidate or candidates by petition under this section must be in the hands of the Secretary-Treasurer not later than 12 M. (noon) the first Wednesday of May preceding the election: Provided, Subordinate unions which appear as endorsers of one candidate eligible to a place on the official ballot shall not be eligible to petition on behalf of another candidate for the same office under the provisions of this section.

ELECTIONS

SEC. 8. Elections shall be held on the third Wednesday in May: Provided, That local unions may by law fix hours during which ballot boxes may be open for the purpose of voting at any time between midnight of the Tuesday preceding the third Wednesday in May and 12 noon the following Thursday. (a) Subordinate unions must provide opportunity for their members to cast their ballots in accordance with the election laws of the International Typographical Union: Pro-

vided, That in chapels of 10 or more where a member is to be off Wednesday he may procure his ballot no earlier than Tuesday at 8:00 A. M. and where he is to be off both Tuesday and Wednesday he may procure his ballot no earlier than Monday at 8:00 A. M. and place it in a sealed envelope containing a chapel seal on it and then personally deposit it in the official ballot box in the presence of a duly elected member of the chapel election board as provided in sub-section "e" below; and Provided further, That where a member is to be off Monday, Tuesday and Wednesday he may procure his ballot no earlier than 8 A. M. on Friday morning preceding election, said ballot to be cast as hereinbefore provided. (b) Subordinate unions shall establish within their jurisdictions a voting place centrally located and easily accessible, to be known as the secretary's chapel and to be in charge of at least three members of the union, elected by the union, to be known as the election board of the subordinate union. Secretaries of subordinate unions shall not distribute official ballots to individual members in advance of the day of election except in the cases provided for in sub-section "a" above. Ballots shall be delivered only to the election board and to members authorized to receive same where necessary to take the vote in chapels. (c) Members not attached to any chapel shall cast their ballots in the secretary's chapel. Members in chapels of less than ten members may cast their ballots in the secretary's chapel or subordinate unions may regulate by law the method of taking the vote in chapels of less than ten members. (d) Each member entitled to vote shall be provided with a clear unmarked ballot and given full opportunity to privately mark and personally cast same in a sealed box provided by the union for that purpose. (e) In chapels with a membership of ten members or over the vote must be taken in chapels, tabulated by a board of not less than three members of the chapel elected by the chapel. Such board shall make return of the chapel vote, together with all used and unused ballots, to the election board of the subordinate union within twelve hours after the close of the poll, or within such longer period (not to exceed twenty-four hours) as is specified in local laws. Chapel election boards shall post in their respective chapels a duplicate of the return sheet sent to the local election board. (f) Local election boards shall post the total vote received by each candidate in their respective unions in a manner that may be available to all interested members. (g) A copy of the returns made to the Board of Electors shall be preserved in the records of the subordinate union. (h) The accredited representatives of any candidate for an international office shall be admitted to the polls of any subordinate union, either printers or mailers, and shall upon demand be furnished with a copy of the list of voters. They shall be allowed to check the list as the votes are cast, to observe the method and manner of voting and casting the ballots and shall be allowed to be present and observe the counting and tabulating of the votes. Such representatives shall be members in good standing of the International Typographical Union.

SEC. 9. Any subordinate union refusing or neglecting to hold an election as required by this law shall be disciplined as the Executive Council may direct.

SEC. 10. Local unions are instructed that, in canvassing the returns of their members, no votes shall be counted other than those recorded on official ballots furnished by the Secretary-Treasurer of the International Typographical Union.

SEC. 11. No member of a subordinate union shall be allowed to vote for local officers unless his or her card shall have been deposited with the secretary not less than thirty days immediately preceding said election and must be in good standing: Provided, That subordinate unions can require a longer length of membership, not to exceed ninety days, except where a local has been in existence a shorter period.

SEC. 12. All members residing at the Union Printers Home, constituting the Union Printers Home chapel, shall be permitted to vote in all International Union elections and referendums. At the April meeting of the Union Printers Home chapel nominations shall be made for six members to act as an election board, the vote for the said nominees to be taken within two weeks of said nominations. (Provided, however, That should the chapel at any time, or for any reason, fail to act as above provided, or should said chapel at any future date be dissolved or declared nonexistent, the Superintendent shall call a meeting of residents not later than May 1 preceding the International Union election to nominate candidates for such board of elections and set a date for its election.) The member receiving the highest vote shall be chairman of said board and make arrangements with the Superintendent for an adequate central polling place; notify the residents by placing notices on the bulletin boards of the date, time and place for voting of those residents physically able to repair to such central polling place to cast their ballots, and shall appoint three members of such duly elected board to canvass the hospitals and sanatorium to receive and record the votes of those members who, by reason of their illness or affliction, may be confined therein, to the end that no one may be deprived of the privilege of voting. If such confined member, through illness or affliction, is unable to mark his ballot, he may request the assistance of a member of the canvassing board, who shall thereupon read the complete list of candidates for each office, as they appear on the official ballot, and mark the ballot in the presence of another member of the election board according to the express wish of said ill or afflicted member, reading back to the elector the ballot as marked. At the close of the polls the entire board shall count the ballots and make the returns upon the tally sheets furnished by the International Secretary-Treasurer, and forward same in sealed envelopes, furnished for that purpose, to the International Board of Electors by registered mail. All sections of the bylaws governing the holding of any election, not in conflict with the foregoing, are to be followed. Payment for the services of such Home election board shall be made from Home funds, and be fixed by consultation between the

Superintendent and chapel chairman, but in no case less than \$6 nor more than the maximum scale of Colorado Springs Typographical Union No. 82 per day per member.

SEC. 13. The president and secretary of each subordinate union shall forward to the International Board of Electors within forty-eight hours a true copy of the vote of the subordinate union, such returns to be made under the official seal of the union: Provided, That unions of over 2,000 members may make return within seventy-two hours after the close of balloting. Such urns shall be made upon tally sheets furnished by the International Secretary-Treasurer and be forwarded in envelopes likewise furnished. Nothing other than the return of the vote by the local union shall be enclosed in such envelope.

SEC. 14. Ten days prior to an election, the Secretary-Treasurer shall send to each subordinate union official return sheets in duplicate and an official election return envelope, to be addressed to the "Board of Electors, International Typographical Union, Lock Box —, Indianapolis, Indiana."

SEC. 15. It shall be the duty of the International President and Secretary-Treasurer to secure, prior to the date of any International election, a postoffice lock box to which the returns shall be mailed. The President and Secretary-Treasurer, or their representatives, shall take the returns from the lock box each day and deposit them in a securely locked box at headquarters, making a check sheet of each envelope received.

SEC. 16. The board of electors shall be composed of one representative of each of the two candidates for President and Secretary-Treasurer having received the greatest number of endorsements and the candidate for First Vice-President having received the greatest number of endorsements, such representatives to be certified to the Executive Council.

SEC. 17. It shall be the duty of the board of electors to meet on the tenth day following an International election, organize by electing a chairman and in the presence of the International President and Secretary-Treasurer, open the box containing the election returns from subordinate unions, open all returns and notify by wire local unions whose returns have not arrived or in which minor irregularities or discrepancies occur, and begin the canvass of the vote. Upon completion of such canvass, the board of electors shall submit a notarized report to the International President and Secretary.

SEC. 18. The board of electors as constituted by this article shall have custody of the returns during the period of the canvass and may designate the manner in which such returns are to be preserved following completion of the canvass and the period of preservation.

SEC. 19. The board of electors shall not count votes cast by subordinate unions that have not complied with the provisions of section 22, subsection (2) of this article. (a) The vote of unions shall be counted if they are received before the canvass of the vote is completed. (b) The board of electors shall make a distinct announcement of the successful candi-

dates, who shall assume office beginning on the date provided in the constitution, section 3, article v. (c) Any candidate for a place on the Executive Council shall be entitled to have one representative present at all sessions of the board of electors during the time returns are being canvassed and its report formulated.

SEC. 20. The report of the board of electors shall be printed in detail in The Typographical Journal.

SEC. 21. Candidates for President, First Vice-President, Second Vice-President, Third Vice-President and Secretary-Treasurer who receive a majority of all votes cast shall be declared elected. For all other offices candidates who receive a plurality of all votes cast shall be declared elected. In the event no candidate for President, First Vice-President, Second Vice-President, Third Vice-President or Secretary-Treasurer receives the majority necessary to elect on the first ballot, the board of electors shall direct the Secretary-Treasurer to prepare and issue ballots containing the names of the two candidates who receive the largest number of votes and subordinate unions shall hold an election on the fourth Wednesday in June, the election to be conducted in the same manner and the result to be certified in the same way as obtained in the preceding election. When there is a tie vote between candidates for any office other than President, First Vice-President, Second Vice-President, Third Vice-President and Secretary-Treasurer the decision shall be by lot in a manner to be determined by the tied candidates.

VOTERS, QUALIFICATIONS AND RESTRICTIONS

SEC. 22. The qualifications of voters shall be: (1) Possession of a current working card, and freedom from delinquency of any nature to the International or subordinate unions. (2) Membership in a subordinate union which has transmitted to the Secretary-Treasurer of the I.T.U. March dues and assessments on or before May 20. The same method shall prevail for corresponding months preceding other elections or referendums. (3) Members working in localities in which no local union exists, and who are in no way indebted to the International Typographical Union, shall have the same rights as other members on all matters submitted to the referendum. The Secretary-Treasurer shall see that such members are given the opportunity to exercise this right.

SEC. 23. Every member of the International Typographical Union shall be entitled to a vote for all officers, except as otherwise provided.

SEC. 24. Every member of the International Typographical Union in good standing shall be entitled to vote on all propositions submitted to the referendum.

SEC. 25. Subordinate unions have not the right to require that their members shall hold regular situations before they shall be entitled to vote or hold office.

SEC. 26. Any candidate for any office within the gift of the International Union or any subordinate union who shall pay, or offer to pay the dues and assessments of any member of the

union for the purpose of making such member eligible to vote, shall be deemed guilty of bribery and shall be punished as the International or local union may direct.

Sec. 27. Members shall be allowed to vote but once at an election of International officials: Provided, That if those charged with the conduct of the election by a subordinate union, or any of them, have reasons to believe that a member has voted under the jurisdiction of a sister union, or any member challenges his right to vote on account of his having exercised that right previously, he shall be permitted to vote on signing the following: "I hereby declare on my honor that I have not voted for International officers at this election, and I make this declaration with a full knowledge of the fact that misrepresentation renders me liable to discipline."

TAMPERING WITH ELECTIONS

Sec. 28. Any member convicted of misrepresenting returns, altering, mutilating or destroying deposited ballots, or voting fraudulently or illegally, or of intimidating others by threats or otherwise interfering with a member in the exercise of his or her right to cast his or her ballot, shall be punished as the local union may determine; in no case shall the penalty be less than a fine of \$25 and the member so convicted shall forever be disqualified for either elective or appointive office within the jurisdiction of the International Typographical Union. It is further provided that for the purpose of preserving the purity of elections and integrity of this law the Executive Council, all other laws or parts of laws to the contrary notwithstanding, is empowered to proceed against an alleged offender and mete out punishment as in the opinion of a majority of the council is just and equitable.

DELEGATES AND ALTERNATES

Sec. 29. No member of a subordinate union shall be eligible to election as delegate or alternate to the International convention unless he or she shall have been a resident member of and in good standing in such subordinate union at least six months immediately preceding the date on which said election is held. Subordinate unions may require that, to qualify for nomination and election, candidates for the office of delegate or alternate must have attended a specified number (not more than a majority) of the regular local union meetings held during the 12-month period immediately preceding the date set by the local union for nomination of delegates and alternates, but this latter qualification shall not apply to the delegate or delegates, alternates or alternates of a union organized within a less period than six months or to members employed in union work.

Sec. 30. No member of a subordinate union shall be allowed to vote for delegate to the International Typographical Union convention unless his or her card shall have been deposited with the secretary not less than thirty days immediately preceding said election. Subordinate unions have not the right to extend the period fixed by this section.

Sec. 31. The election of delegates and alternates to the International Typographical Union convention shall be held on the third Wednesday in May preceding the meeting of the convention in accordance with section 8, article ix, subsection (d) bylaws. In case where a tie vote for delegates or alternates is declared another election shall be immediately ordered by the local officers: Provided, Candidates for delegates or alternates without opposition shall be declared elected by local unions, as of the third Wednesday in May without the formality of an election and the local union shall proceed immediately to determine the order in which the alternates shall fill any vacancies which may occur.

Sec. 32. The number of delegates to which a union shall be entitled must be determined by the average membership on which it paid per capita-tax during the twelve months immediately preceding the issuance of the call.

Sec. 33. At the same time delegates to the International Typographical Union convention are elected, subordinate unions shall elect the same number of alternates, who in case of death or inability of said delegates to act, shall be entitled to the full power and privileges accorded delegates.

Sec. 34. The delegates chosen to attend the convention of this union shall hold office until the election of their successors and in case of vacancies subordinate unions are authorized to at once proceed to elect a delegate or delegates as successor or successors. Each delegate must be furnished (for presentation to this union) with a certificate of election, duly authenticated by the seal of his subordinate union, according to the following form, viz:

To the International Typographical Union of North America:

WE HEREBY CERTIFY THAT.....being qualified as required by section 29 article ix, of the International bylaws, was legally elected delegate from this union to the International Typographical Union convention, on the.....

day of..... 19..... his term of office to begin on the first day of the next convention of the said union to be held at.....

Given under our hands and seal of the..... Union No..... this....day of..... A. D. 19.....

.....President.
.....Secretary.
[SEAL]

.....Delegate's Signature.

Sec. 35. Return (under seal) of such delegates-elect and alternates must be mailed to the Secretary-Treasurer within forty-eight hours after election: Provided, That unions of over 2,000 members may make return within seventy-two hours after the close of balloting.

Sec. 36. The expense of said delegates to the convention of this union shall be defrayed by the subordinate unions they respectively represent.

Sec. 37. The Secretary-Treasurer, before the meeting of the International convention, shall prepare a roll of the delegates-elect, and place thereon the names of those persons, and such persons only, as shall be shown to have been elected in accordance with the laws of the International Union and of subordinate unions as certified by secretaries of subordinate unions. In cases of contests, the delegate having credentials in proper form shall be seated, but the names of the parties claiming election shall be submitted to the International convention for final decision on the contest or protest. Where unions have not complied with the laws of the International Union the names of delegates from such unions shall also be submitted.

Sec. 38. No delegates shall be entitled to vote in the convention of the International Union whose union has not previously paid over to the proper officers of the International Typographical Union the per capita tax and all indebtedness of his union. No member of a subordinate union shall be eligible to election as delegate whose wearing apparel does not bear at least five union labels.

Sec. 39. Any subordinate union may, by such vote of members present as local bylaws provide (which shall not be less than three-fourths majority), instruct its delegates to a convention of the International Typographical Union at any regular meeting after election of delegates and previous to said convention: Provided, Such instruction has been presented in writing and read at a previous meeting.

ARTICLE X—FISCAL YEAR

SECTION 1. The fiscal year of this union shall commence on the twenty-first day of May, and end on the twentieth day of May in each year.

ARTICLE XI—FUNDS AND REVENUE

SECTION 1. The Secretary-Treasurer shall prepare and sell to subordinate unions, through the proper officers, at a face value equal to the monthly per capita tax of the International Typographical Union, adhesive stamps, and working cards with stamps of equal value printed thereon, to be known as International due stamps and working cards.

Sec. 2. The Executive Council shall secure the funds of the International Typographical Union in excess of monthly requirements or emergency needs by investing surplus reserves in bonds of the United States, said investments to be made by the President and Secretary-Treasurer under the order of and with the approval of the Executive Council.

Sec. 3. The moneys of this union used for defensive purposes shall be drawn on only for the following objects: For the sustaining of legal strikes or lockouts of subordinate or affiliated unions; for the payment of expenses of officers or representatives of this union when engaged in the settlement of disputes or the formation of new unions, and for such other purposes, relating strictly to the business of this International Union, as the Executive Council may deem wise or necessary.

SEC. 4. Whenever a union which has complied with all laws shall have within its jurisdiction a lockout, strike or other trouble of like nature, it shall be entitled to such assistance as the Executive Council shall deem necessary, or as shall be directed by the International Union laws to meet such cases.

ARTICLE XII—HONORABLE "WITHDRAWAL CARDS"

SECTION 1. Members in good standing who cease to work at the business shall be entitled to the withdrawal card issued by this union, which exempts them from the payment of all dues, and deprives them of all offices and benefits whatsoever. Application for withdrawal cards will be granted or denied by vote of the local union of which applicant is a member. An honorable withdrawal card shall not be issued unless applicant shall have been fully informed in writing by an officer of the local union as to any rights he may have under section 6, article vii, and section 1, article xviii, bylaws.

SEC. 2. The withdrawal card shall contain on its obverse side the following words:

International Typographical Union.

..... 19....
THIS CERTIFIES THAT..... the holder hereof, was at this day and date a member in good standing of the International Typographical Union, and at his request is granted this Honorable Withdrawal Card, which exempts him from all dues or taxes whatsoever, and acquits him of all rights to benefits of any kind whatsoever in said organization; and he is required to deposit same with the proper officer before again accepting work at the printing trade, and he promises not to violate any trade requirement of the said International Typographical Union, or its subordinate bodies while holding this card.

The holder of this withdrawal card understands that it terminates his membership, and that his continuous membership in the International Typographical Union will date from the time of its deposit in and acceptance by a subordinate union.

The holder of this card may, at his option, at any time within sixteen (16) months from the date hereon, deposit this card and retain continuous membership in the International Typographical Union by payment of all accumulated dues and assessments due the subordinate union issuing this card and the International Typographical Union.

Witness our hands and seal of Union

No., the day and year first above written.

..... President.

..... Secretary.

..... Applicant.

Countersigned Sec.-Treas., I.T.U.

The reverse of the card shall contain the following, which must be subscribed to when the holder deposits same for the purpose of resuming active membership.

I hereby affirm, on my honor, that since receiving this card I have not been employed on work over which the International Typographical Union claims jurisdiction; that I have not worked at another trade or calling of which there is a regularly organized union without becoming a member of the union of the latter trade, and abiding by its regulations, so far as they are consistent with the laws of the International Typographical Union; that I have not performed any work detrimental to the interests of the International Typographical Union, or any union subordinate thereto; that I have not been guilty of violating any regulation of the International Typographical Union, or any union subordinate thereto; and this declaration is made with full knowledge that any willful misrepresentation renders me liable to discipline.

.....Signature.

SEC. 3. Immediately on returning to work at the business, the holder of a withdrawal card shall deposit the same with a subordinate union of the International Typographical Union, subject to the approval of the authorities issuing it, and if on such deposit it shall be found he has violated no laws or rules of the International Typographical Union, he shall be placed on the active list. Withdrawal cards shall not be accepted in a jurisdiction where there is a ban on traveling cards except in locals where said withdrawal card had been issued. A fee of \$10.00 shall be charged the member depositing the withdrawal card who does not take advantage of retaining continuous membership, said monies to be credited to the I.T.U. General Fund.

SEC. 4. A member performing any work over which the I.T.U. has jurisdiction may not be issued an honorable withdrawal card.

SEC. 5. When the holder of an honorable withdrawal card loses the same he can only receive a duplicate thereof by applying to the Secretary-Treasurer of the International Typographical Union, who shall issue such duplicate on the payment of \$1 after sufficient time has elapsed for an investigation to be made. Duplicates shall be furnished from a series separate from the regular honorable withdrawal cards and have printed thereon the words "Duplicate Card." No duplicate for a lost honorable withdrawal card shall be issued except with the consent of the union issuing the original card.

ARTICLE XIII—IMPEACHMENT

SECTION 1. In the event of the suspension from his official position of any elected International officer, by the President or his impeachment by the Executive Council, the officer so suspended or impeached shall be furnished with a detailed statement of the reason for such action. A trial board composed of the presidents of the five subordinate unions which have paid per capita tax upon the largest number of members during the fiscal year preceding such suspension or impeach-

ment shall be directed to proceed to the headquarters city and shall constitute a trial board to try such officer upon the charges presented. The decision of said trial board shall be rendered within thirty days from date of suspension or impeachment and shall be the decision of this International Union, subject to appeal to the convention next following.

SEC. 2. Any member of the Union Printers Home corporation may be impeached for ineligibility or for the commission of an indictable offense, or for violation or willful disregard of his duties of membership. When charges, based upon any one or more of the above enumerated grounds, have been made to the Executive Council against any member of the corporation, and, after trial, have been proven, the Executive Council shall thereupon enter an order of impeachment, which shall be deemed an order of the International Typographical Union, and the Executive Council shall forthwith thereafter certify such order to the Secretary of the Union Printers Home corporation, who shall take such steps as may be proper under the bylaws of that corporation to procure the resignation of the member so impeached; but if the member so impeached shall, upon being so requested, fail or refuse to resign, the Secretary shall thereupon take such further action in the premises as may be proper under the bylaws of that corporation to enforce the expulsion of the member so impeached. A certificate of impeachment from the Executive Council shall be conclusive upon the person named therein as to his ineligibility to membership in the corporation: Provided, Nothing herein contained shall restrict the right or power of the corporation of the Union Printers Home to expel any member, on proper procedure, without the intervention of the Executive Council.

ARTICLE XIV—JURISDICTION

SECTION 1. The jurisdiction of subordinate unions chartered by the International Typographical Union of North America shall cover only the corporate limits of the city or town named in the charter. A subordinate union may receive applications for membership from qualified applicants located within a reasonable distance in unorganized territory.

SEC. 2. The Executive Council of the International Typographical Union shall have power to extend the jurisdiction of subordinate unions to adjoining cities and towns where no union exists, and which are not included in the corporate limits of the petitioning union, for the purpose of enforcing the laws of the International and subordinate unions: Provided, That the petitioning union, makes satisfactory showing of its ability to properly supervise the additional territory and makes satisfactory contracts therein.

SEC. 3. A subordinate union may be empowered by the Executive Council to declare jurisdiction over ships printers, at a scale and with rules consistent with the work being performed, where the subordinate union can convince the Executive Council the granting of such power will benefit the International Typographical Union. This power granted to a

subordinate union shall be over those ships using as their home port the city in which said subordinate union holds jurisdiction.

SEC. 4. A subordinate union has no control over men regularly enlisted in the army or navy of the United States or British Provinces who may be detailed in the signal service or to work at the business at military headquarters or posts.

SEC. 5. Where a member of a local union under the jurisdiction of the International Union works at another trade or calling of which there is a regularly organized union, such member shall be required to join the union of the latter trade or calling, and abide by its regulations, so far as they are consistent with the laws of the International Union.

SEC. 6. When the International officers believe it will be to the interest of the organization, they shall advertise any unfair publication in such paper or papers as reach those who can be influenced to aid in making it fair.

SEC. 7. All classes of mailing, regardless of whether done by hand or power, are part of the mailing trade, and are under the jurisdiction of the International Typographical Union.

SEC. 8. Any method or process that substitutes or replaces traditional composing room or mailing room work, regardless of the material or equipment used, is under the jurisdiction of the International Typographical Union.

SEC. 9. Subordinate unions are directed to keep alert to the fact that in relinquishing jurisdiction over newspaper writers the International Typographical Union did not relinquish such jurisdiction over labor publications. The A. F. of L. was notified: "It will be noted that the only jurisdiction surrendered by the above is that over newspaper writers, this term being understood to mean only writers who gather news for newspapers of general circulation in the community in which published."

ARTICLE XV—LABEL

SECTION 1. The labels owned and furnished by the International Typographical Union, and described in its constitution, shall be transmitted to local unions on receipt by the Secretary-Treasurer of this union of a sum of money not exceeding 10 per cent above the actual cost of production and distribution of said labels. Local unions shall have the right to say whether labels ordered by them shall be machine cast or electrotyped. Said labels shall remain the property of the International Typographical Union. No local union shall be permitted to grant the label to offices outside the corporate limits of the city or town named in its charter, without first securing an extension of jurisdiction from the Executive Council. Where a local union has been authorized by the Executive Council to extend its jurisdiction to include other cities or towns it may, with approval of the Executive Council, secure typographical labels with the name of each of such incorporated cities or towns for exclusive use by printing establishments in the city or town for which such labels are

secured to be used under the conditions established for the use of the label by the particular local union having jurisdiction, and in accordance with the laws of the International Union governing the use of the Typographical Union label.

SEC. 2. In cities where an organization of mailers exists, or in localities where mailers' organizations have jurisdiction, it is imperatively ordered that no typographical label shall be issued without consultation with the mailers' local having jurisdiction over that locality. Typographical unions shall notify in writing the nearest mailers' local when organizational work is undertaken in shops where mailing work is also performed.

SEC. 3. Subordinate unions shall not allow the typographical label to be used upon any work where the composition is performed by any person who is not an active member of the International Typographical Union. In offices where the proprietor, or proprietors, perform composing room work the label shall not be used unless at least one journeyman member aside from the proprietor is employed at the scale and under union rules and regulations on work that bears the label. In localities where the Typographical Union Label is used it shall be the duty of typographical unions to exert every effort to organize mailers.

SEC. 4. In jurisdictions where a charter has been revoked and the Executive Council believes it to be to the best interests of members not directly responsible for the local conditions which caused the loss of the charter, it shall be optional as to whether or not the Council shall permit the continued use of the union label by specific shops which satisfy the Executive Council as to the continuance and maintenance of union standards in such shops. Under such circumstances the use of the label in the area shall be under whatever regulations are determined by the Executive Council to be necessary for the protection of the membership.

SEC. 5. The label shall not be placed on work subcontracted by label offices from non-label offices.

SEC. 6. Where the label is used, the label license number of, or the imprint of the firm actually doing the work, and not that of the concern for which the work is done, must be used.

SEC. 7. Subordinate unions are hereby instructed to bring before their respective legislatures a law protecting union labels, if such protection is not already available.

SEC. 8. In localities where a local Allied Printing Trades Council has been formed, Typographical and Mailer unions shall, in good faith, advance the use of the Allied label: Provided, That where other unions have issued any union label other than the Allied label to the detriment of Typographical or Mailer unions, the Executive Council of the International Typographical Union may authorize use of the Typographical Union label: and provided further, That where local Allied Printing Trades Councils fail to function properly or legally the use of the Typographical label may

be so authorized. In localities where the offset lithographic process is being used the Executive Council may authorize the use of the Typographical Union label to protect the jurisdiction and interests of the International Typographical Union.

ARTICLE XVI—MEMBERSHIP

APPLICANTS—NEW

SECTION 1. No union shall admit as a member any person who comes from a place where a union existed at the time of his leaving, unless he can produce a duly attested traveling card from said union: Provided, That any applicant for membership may be admitted if no objection is raised after the union from whose jurisdiction the applicant comes has been communicated with, and after publication of the application in The Typographical Journal as required by law. Any subordinate union violating this law shall be liable to a fine of \$25.

SEC. 2. All applications for membership shall be filed in duplicate on forms provided by the Secretary-Treasurer of the International Typographical Union. Secretaries of subordinate unions are required to furnish the Secretary-Treasurer one copy of each application. Local unions shall require applicants to furnish adequate evidence of the date of birth. The names of all applicants for admission who have been known to or are suspected of having worked under the jurisdiction of a sister union or about whose antecedents there is the least doubt, shall be published in The Typographical Journal, and no such applicant shall be received into membership until twenty-six days after the date of such publication. The requirements of publication in The Typographical Journal shall not be operative during the progress of a strike, or during the life of amnesty declared in accordance with the requirements of the laws of this union.

SEC. 3. (a) No person shall be admitted to membership in a subordinate union who has not served an apprenticeship of at least six years, except that upon request of a subordinate union an applicant who has established competency and has met the educational requirements of the ITU Bureau of Education may, with the consent of the President of the International Typographical Union, be admitted as otherwise herein provided. All applicants for membership shall be required to pass final test as prescribed by International Typographical Union Bureau of Education as to competency before admission. Should applicant fail to pass such examination satisfactorily he shall be required by local union to complete the International Typographical Union Course in Printing. The foregoing applies to applicants trained in the craft specified in section 1, article 1, constitution, as "printer." (b) All applicants for membership shall be required to subscribe to and study the ITU Lessons in Unionism, and within 90 days from date of initiation local union must certify to the International Typographical Union Bureau of Education that applicant has satisfactorily passed an examination on this unit of lessons conducted by the local examining committee. (c)

No person who is not a member of the International Typographical Union shall be granted a card as a machine tender unless he has served an apprenticeship of at least six years as a machinist or machine tender. Except that the local union, the employer and the Bureau of Education may approve earlier admittance of applicants under this section. (d) The same rigid examination as to the competency and physical fitness of the applicant shall be made by a committee of the local union as is made with respect to the competency and physical fitness of apprentices transferred to the journeyman membership, and local unions should, to the appropriate extent, require such applicants to graduate in the International Typographical Lessons in Printing. (e) The examination blanks and the outline of the competency test and agreement forms shall be furnished to subordinate unions upon request by the Bureau of Education of the International Typographical Union. The physical examination shall be by a registered physician on blanks furnished by the International Typographical Union. (f) Where the International Typographical Union takes jurisdiction over work of "other skilled employees" as provided in section 1, article 1, of the constitution, their competency and fitness for membership shall be determined by the Bureau of Education and the period required to establish such competency and fitness shall be determined by the Executive Council of the International Typographical Union. (g) Mailer applicants who have not served a regular apprenticeship may be admitted with less than six years' training upon approval by the local union when the applicant is to be employed on journeyman work at the journeyman scale under circumstances deemed an emergency by the local union.

Sec. 4. When an applicant is elected to membership in a subordinate union, and leaves the jurisdiction of said union before being obligated, the obligation may be administered by any other subordinate union upon presentation of properly certified credentials providing the obligating union will accept the responsibility of examining the applicant on the Trade Unionism Unit of the Lessons in Printing and, after satisfactorily passing such an examination will submit certification to that effect to the Bureau of Education as provided for in section 3, article xvi, bylaws. The secretary of the union obligating the applicant shall notify the secretary of the union electing, and he shall then remit the registration fee to the Secretary-Treasurer of the International Typographical Union in regular form and issue a traveling card to the person so obligated.

Sec. 5. Where there is not a sufficient number of applicants employed to secure a charter, those applicants may file their applications with a nearby union of their craft in the manner provided in section 2 of this article. In jurisdictions where only local typographical unions are established, mailer applicants may submit their applications through the local typographical union. In such instances applicants, with regard to competency and fitness for membership, shall be given tests and passed upon by the I.T.U. Bureau of Education in the manner prescribed in section 3, article xvi, I.T.U. bylaws for

"other skilled employees" and may retain membership in such local typographical union until such a time as a local union of their particular craft is organized: Provided, Where an organization campaign is being conducted by the International Union, the International registration fee may be waived by the Executive Council in instances where competent applicants in sufficient number to issue a charter make application for membership: Provided, further, Nothing in this section shall be construed as denying the right of a member to work in unorganized territory and pay his dues and assessments directly to the International Secretary-Treasurer.

SEC. 6. Persons eligible for membership who are located in a state or province, where restrictive laws prevent local unions from accepting applications for membership may, with the approval of the Executive Council, apply directly to the International Typographical Union for membership, paying such initiation fee as may be required in addition to the registration fees provided in section 11, article xvi, bylaws. Such applications for membership shall be approved or disapproved by the Executive Council, after the provisions of sections 2 and 3, article xvi, have been followed so far as they may apply, and after local unions from whose jurisdiction such applications may come have waived objection to admission. Applicants admitted by the Executive Council under this section shall receive traveling cards from the International Typographical Union and shall thereafter be governed by all laws relating to traveling cards.

SEC. 7. For the purpose of effecting more complete organization of the industry, a subordinate union may issue a provisional membership in the local union to such applicants as are eligible to membership in the International Typographical Union. Provisional members shall pay such local dues as are set by the local union for such members and the local union shall provide them with monthly copies of The Typographical Journal. Provisional membership may be granted only to qualified applicants employed in printing establishments in the course of organization. Provisional members shall not be eligible to vote nor entitled to any local or international union benefits until such time as they become full members, or local union organization work of their printing establishment is completed, after which they shall be liable to all dues, assessments and other obligations required of all active members of the International Union and their continuous membership qualifying them for international and local union benefits shall begin on that date.

SEC. 8. A candidate for membership can not be rejected solely on the ground of having served his apprenticeship in an "unfair" office, but a local union may impose such restrictions, in its discretion, as seem best for the general welfare, upon apprentices entering "unfair" offices within its jurisdiction, and such apprentices may not be permitted to enter the union until such restrictions are removed or special laws complied with.

SEC. 9. Subordinate unions shall have the power to grant or refuse an applicant for membership a permit to work while

his or her petition is pending. An applicant for membership, working under permit pending final action on his or her case is entitled to work in union offices and receive the same recognition as members of the union: Provided, Local unions may establish regulations preventing applicants from holding priority previous to obligation as a journeyman: Provided, further, That subordinate unions have the power to revoke permits, pending final action, if it be known that applicants have sought employment contrary to the provisions of section 1, article vi, bylaws, or for any other reason deemed expedient. When an applicant for membership or reinstatement is once rejected in a subordinate union he can not again make a new application in any union for a period of six months from the time of such rejection except by permission of the International President.

Sec. 10. An applicant (who is not otherwise disqualified) can not be rejected by a subordinate union while three-fourths of the members present at the meeting at which said application was acted on voted in favor of his admission, nor can an applicant be admitted to membership without having secured such three-fourths vote: Provided, Subordinate unions may adopt legislation that would admit or reject an applicant by the three-fourths vote of its executive committee subject to the appeal laws of the International Typographical Union: Provided further, This shall not apply when amnesty authority is in effect under the provisions of section 24, article xx, bylaws.

REGISTRATION FEES

SEC. 11. Subordinate unions shall collect in addition to the local initiation fee of the subordinate union a registration fee from each initiate as follows: Those less than 35 years of age, \$20; those 35 years of age or more, \$35, which will be transmitted to the International Union with the name of the initiate: Provided, Where organization campaigns are in operation by the International or subordinate unions, registration fees may be waived by the Executive Council. The Secretary-Treasurer shall credit receipts from registration fees to the general fund: Provided, further, That upon the first application for journeyman membership of any person holding an honorable discharge from the military or naval services of the United States or the Dominion of Canada and, provided application is made within ten years of said honorable discharge, the registration fee shall be only \$10 for such applicant.

REINSTATEMENT OF SUSPENDED MEMBERS

SEC. 12. For reinstating members suspended for non-payment of dues the local union shall collect a reinstatement fee of \$25 and such local and International Typographical Union dues and assessments as were due at the time of suspension, together with such International Union per capita tax and assessments as shall have accrued to the time of reinstatement; and the secretary of the local union shall transmit to the Secretary-Treasurer of the International Union, properly segregated by months, all International Union dues and

assessments collected by such subordinate union, together with \$10 of the reinstatement fee. Members suspended for nonpayment of dues while in possession of a traveling card may be reinstated by the Secretary-Treasurer of the International Typographical Union, if such members are not located within the jurisdiction of a local union, upon payment of a reinstatement fee of \$10 and accumulated dues and assessments as herein provided.

SEC. 13. A member who does not apply for reinstatement as provided in section 12 within a period of one year after date of suspension forfeits all rights to re-establish continuous membership and can rejoin only by making application as a new member.

SEC. 14. A member who engages in mechanical work at his trade in the jurisdiction of a local union of his craft or who is guilty of conduct unbecoming a union member during the period of suspension can not be reinstated, but may make application as a new member.

SEC. 15. A member who reinstates continuous membership as provided in section 12 shall not be eligible to apply for admission to the Union Printers Home, or make application for the old age pension, within a period of one year after date of reinstatement; or if death occurs within a period of three months after date of reinstatement the member shall not be entitled to the mortuary benefit.

APPLICANTS FROM FOREIGN TYPOGRAPHICAL UNIONS

SEC. 16. The duly attested cards of all persons from foreign typographical unions, which unions will reciprocate in kind, shall be received by subordinate unions and their holders, if qualified and competent, admitted to membership on payment of the International Typographical Union registration fee. To qualify, the holder must show proof of six years' trade experience and pass a doctor's examination. He will be required to purchase and study the I.T.U. Lessons in Unionism and within 90 days from date of obligation (article xii, constitution) local union must certify to the International Typographical Union Bureau of Education that he satisfactorily passed the examination on this unit of lessons conducted by the local examining committee. Provided, That recipient unions may require that holders must pass language and competency tests before admission.

ARTICLE XVII—MEMORIAL DAY.

SECTION 1. The last Sunday in the month of May of each year shall be known as Typographical Union Memorial Day. Subordinate unions are urged to observe the same with suitable ceremonies and to decorate the graves of all departed union printers and mailers or members of the allied crafts and to hold such other services as may be appropriate to the occasion.

ARTICLE XVIII—OLD AGE PENSION AND MORTUARY BENEFIT

OLD AGE PENSION

SECTION 1. Any member of the International Typographical Union who has reached the age of 60 years and having a continuous membership of twenty-five years immediately antedating time of application and who is unable to continue in or secure sustaining employment because of age or disability may receive the sum of \$22 per week: Provided, That any member having a continuous membership of twenty years, immediately antedating time of application, who, by reason or affliction, is totally incapacitated for work and whose application for admission to the Union Printers Home has been rejected by the trustees thereof for the reason that the Home is not able to care for persons so afflicted may receive the sum of \$22 per week subject to the provisions hereinafter set forth.

SEC. 2. Pensioners may engage in a pursuit inside or outside the trade, but shall not be eligible for the pension in any four-week pension period that money received as wages shall exceed the sum equivalent to eight shifts' pay at the scale of the union with which pensioner is affiliated, or in any five-week pension period that money received as wages shall exceed the sum equivalent to ten shifts' pay at the scale of the union with which pensioner is affiliated: Provided, That the regulation of the working privilege to pensioners be relegated to subordinate unions.

SEC. 3. Applications for pensions shall be made on blank forms prepared and furnished from International headquarters, which shall require answers to all questions, and the setting forth in full of all facts required to establish the right of applicant to the benefits of the pension. Such blank shall also include a form of certificate that the application has been read in full at a regular meeting of the local union or the executive committee of the local union of which the applicant is a member, and has been approved by a majority vote of those in attendance upon such meeting or by the executive committee of the local union. Said application shall be published in The Typographical Journal and should no objection be made within thirty days from the date of said publication, the member shall then be placed on the pension roll and payments of benefits start from date of approval by the local union or the executive committee of the local union on the application. Should objection be raised, the case shall be investigated by the Executive Council and the council shall act thereon in such manner as in its judgment seems proper.

SEC. 4. Members resident of the Union Printers Home shall be eligible to make application for the pension while so residing at that institution and shall be permitted to remain in the Home pending decision on application if he or she so elects. If application is acted upon favorably, applicant shall vacate the Home not less than one week previous to the issuance of his first pension check; if applicant is rejected applicant shall continue as a Home resident if he so desires.

SEC. 5. A member who was on pension roll when entering Home, upon vacating, shall again be placed on roll by Inter-

national Secretary-Treasurer, and member's local union notified of such action, and eligibility to receive pension shall begin on the Monday following his departure from the Home.

SEC. 6. Secretaries of subordinate unions shall forward on the last Saturday of each calendar month to the International Secretary-Treasurer a true and correct list of members on the pension roll showing the amount due each pensioner. On receipt of such list the International Secretary-Treasurer shall transmit the amount due to the local secretary for distribution.

SEC. 7. Any beneficiary who has knowingly testified falsely concerning his or her qualifications as a worthy applicant for said pension shall be debarred from receiving pension for such time as the Executive Council may deem fit.

SEC. 8. The Executive Council shall have the power at all times to review any pension case, and if in its opinion circumstances warrant it the beneficiary may be debarred from further participation in the pension fund. In any case where payment of the full International Typographical Union pension to a pensioner would deprive him of a pension or similar benefits from other sources, the Executive Council shall have power to authorize payment of a smaller International Typographical Union pension.

SEC. 9. In order to meet exigencies that may arise, the Executive Council is authorized and empowered to make such changes in administering the old age pension fund as it may deem wise.

MORTUARY BENEFITS

SEC. 10. Mortuary claims shall be allowed the beneficiary of any deceased member in good standing under the following terms and conditions: It is expressly provided that the beneficiary of any member shall be entitled to the mortuary benefit should death occur within the thirty-day period immediately following the expiration date of a current working card. (See section 1, article vii, and section 2, article xxi, bylaws.)

SEC. 11. Each and every member of the International Union shall be required to designate a beneficiary to whom his or her mortuary benefit is to be paid in event of death. Such designation shall be made upon his or her application for membership, or upon a blank provided by the International Secretary-Treasurer for the purpose. The mortuary benefit of a member who is on the old age pension roll or a resident of the Union Printers Home at time of death shall be disbursed as provided in section 16, and no beneficiary may be designated other than as provided in that section. Any member may change his or her beneficiary at any time by notifying the International Secretary-Treasurer and filling out the proper form, except that pensioners and Home residents shall be restricted in the choice of beneficiary or beneficiaries to the relatives listed in section 16.

SEC. 12. The mortuary benefit is primarily intended to guarantee proper burial for the member and other considerations

are secondary to this end. The local union shall determine what constitutes a proper burial in cases where the deceased member is indebted to the local union for assistance provided or guaranteed before death during and pertaining to his last illness; or for dues and assessments the local union has been compelled to pay in his behalf as provided in section 8, article vii, bylaws, and in such cases the excess over burial expenses shall be paid to the local union to the extent of such indebtedness before any amount shall be paid to a designated beneficiary.

It is specifically provided that the mortuary benefit is not to be used as security for personal loans by the local union or others to members. Dues and assessments paid by a local union on behalf of a pensioner or resident of the Home are not deductible from the mortuary benefit.

Sums paid by the local union for transportation to the Home or as refund transportation from the Home or subsequent Home transportations which the member can not pay himself may be charged as indebtedness to the local union within the meaning of this section.

Where a member has made no specific arrangements for funeral expenses to be paid from another source the International Typographical Union mortuary benefits shall be available for that purpose except as herein otherwise provided. Where the Secretary-Treasurer of the International Union has documentary information that a member has made specific arrangements for funeral expenses to be paid from another source indebtedness to the local union as above provided shall first be paid and upon presentation of receipted bills for funeral expenses the balance shall be paid to the designated beneficiary. Where (without specific arrangement) funeral expenses have been paid from insurance or other fraternal benefits, the designated beneficiary shall receive such mortuary benefit as may be payable.

SEC. 13. If no beneficiary be named or if the designated beneficiary resides at a point where he or she can not take charge of the funeral then the International Typographical Union shall defray the expenses of the funeral out of the amount owing upon the mortuary benefit of the deceased member not to exceed the amount available from such benefit.

SEC. 14. On the death of a member in good standing the president and secretary of the subordinate union shall immediately notify the Secretary-Treasurer of the International Typographical Union on a form provided for that purpose, accompanying such notice with the last working card or traveling card of the deceased member. The application for mortuary benefit form shall contain an itemized statement of all sums due the local union for which it claims payment, the amount to be paid the beneficiary and (where funeral expenses are to be paid from the benefit) shall be accompanied by the itemized bill for funeral expenses of the deceased. In the event that the designated beneficiary shall have paid the funeral expenses the balance of the benefit due the beneficiary shall be specified on the form.

SEC. 15. If there be no indebtedness to the local union nor any notice properly filed as to the payment of funeral expenses from another source, or if funeral expenses have not been paid from another source, the beneficiary is hereby charged with the responsibility for payment of burial expenses and unless the beneficiary submits a receipt showing payment of funeral expenses the local union shall forward the bill for such expenses for payment. The balance of the benefit may then be paid to the beneficiary. Should the designated beneficiary be other than the person in whom the right of burial rests, funeral expenses in the amount determined and guaranteed by the local union shall be paid and the residue of the benefit paid to the designated beneficiary. (Refer to section 12 for cases where deceased was indebted to local union.)

SEC. 16. Where a deceased member is on the old age pension roll or a resident of the Union Printers Home at time of death and has not designated one or more of the persons specified in paragraph (c) below, Union Printers Home or a local union as his beneficiary or beneficiaries.

—or where a deceased member has not designated a beneficiary,

—or in the event the beneficiary designated shall have died before the mortuary benefit check is cashed.

—or if the deceased member has designated his wife as beneficiary and, after such designation, she ceased to be his wife,

—Then, or in any of these events, the mortuary benefit shall be disbursed as follows:

(a) First, payment of funeral expenses guaranteed by local union, the superintendent of the Union Printers Home or the Secretary-Treasurer of the International Typographical Union.

(b) Second, to reimburse his local union as provided in section 12 of this article.

(c) Third, to the living wife (husband) of the member; but in the event there is no wife (husband) living then to be disbursed for the benefit of the living children in equal amounts. In the event there are no children then to the surviving father and mother or either of them surviving alone. If no wife (husband), child or children, father or mother survive, then to surviving brothers and sisters in equal shares. Payments due minor children may be paid to a legally appointed guardian, or if none has been appointed, payment may be made to the president and secretary-treasurer of the local union to be expended by them on behalf of such minor or minors.

(d) Fourth, in the event there are no surviving wife or husband; children, mother or father; sisters or brothers, then the balance remaining shall revert to the mortuary fund.

SEC. 17. Only the local union of which the deceased was a member at time of death (or the local union having charge of the funeral of a member on traveling card) shall have the

right to file claims for reimbursement as provided in section 12 hereof. Where the deceased is to be buried in a place other than where death occurs the local union with which deceased's card is on deposit shall make all arrangements and deceased's card is on deposit shall make all arrangements and report fully on mortuary benefit application blank to the Secretary-treasurer of the International Union. Payment of mortuary benefits shall only be made on receipt of mortuary benefit application blanks fully made out by the local officers. Where the beneficiary of a deceased member died before mortuary benefit check is cashed the local union may handle joint funeral expenses the same as though they were of the deceased only.

SEC. 18. It is specifically provided that in the interpretation and application of these mortuary benefit laws the International Typographical Union shall be the sole and final authority.

SEC. 19. In case of the decease of a member holding a traveling card, the mortuary benefit shall be paid through the local union in or near whose jurisdiction death occurred or in or near whose jurisdiction burial takes place, as may be decided by the International Secretary-Treasurer. In cases where there is no nearby local union the International Secretary-Treasurer is authorized to disburse the benefit in accordance with the Mortuary Laws.

SEC. 20. In the event the beneficiary or beneficiaries of a deceased member can not be located within thirty days after notice of death the International Secretary-Treasurer shall insert in the next three issues of the official Journal a notice requesting information about such beneficiary or beneficiaries. If after six months from the date of first such publication no claim is received from the said beneficiary or beneficiaries, then the mortuary benefit payable to such beneficiary or beneficiaries shall revert to the mortuary fund.

ARTICLE XIX—STRIKES, LOCKOUTS AND DEFENSE

SECTION 1. In the event of a disagreement between a subordinate union and an employer, which, in the opinion of the local union, may result in a strike, such union shall notify the President, who shall in person or by proxy investigate the cause of the disagreement and endeavor to adjust the difficulty. If his efforts should prove futile, he shall notify the Executive Council of all the circumstances, and if a majority of said Council shall decide that a strike is necessary, such union may be authorized to order a strike.

SEC. 2. When a strike has been authorized by the Executive Council, a vote by referendum may be ordered, or the president of the subordinate union shall, within a time fixed by the Executive Council, call a meeting of said union (of which all members shall be constitutionally notified) to take action thereon. All members in good standing and who have been members of said union for the preceding six months, except those classified as proprietor or not-at-the-trade for dues payment purposes, shall be deemed eligible to vote upon the questions pertaining to the inauguration and for settlement of strikes or lockouts. Should a majority of such members

present decide by secret ballot in favor of a strike the president of the subordinate union shall immediately notify the Executive Council that a strike has been inaugurated and give all available information including number of members involved.

SEC. 3. Whenever a strike occurs without the sanction of the Executive Council, the council must immediately disavow the illegal strike and notify all subordinate unions to that effect. Protection shall be guaranteed to all members who remain at, accept or return to work in offices affected by the illegal strike, as specified in section 8. Any officer or member of a union who shall suppress or conceal from his union or the Executive Council any official information concerning a strike, or a proposed strike, shall upon conviction by the local union be suspended or expelled.

SEC. 4. A strike or lockout of any branch or craft of the International Union, authorized by the Executive Council thereof, shall apply alike to each and every union, craft and individual working under said jurisdiction in the office or concern involved. Should a majority of said union fail to support a proposition to strike, the aggrieved union may take an appeal to the Executive Council, and, if after being furnished with statements from all parties concerned, a majority of the members of that body believe the inauguration of a strike necessary, the President shall in person, or by proxy, again attempt to effect a settlement with employers, and if unsuccessful, shall, through the officers of the various unions, order a general strike of all members of the International Typographical Union employed by the firm or firms interested, and those disregarding this order shall be forthwith expelled.

SEC. 5. In case of impending trouble involving allied crafts, the Executive Council shall call into consultation the president or presidents of unions of such crafts.

SEC. 6. A strike or lockout of any union may be declared ended by a majority vote of the union. In case of a strike or lockout where more than one craft or union affiliated with the I.T.U. is involved, settlement shall be made by a majority vote of each craft or union involved. In making settlement all crafts or unions involved shall be parties thereto, as provided by I.T.U. laws.

SEC. 7. It is imperatively ordered that no strike or lockout shall be deemed legal, or money expended from the defense fund on that account, unless the strike or lockout shall have been authorized or recognized by the Executive Council; but should a strike, lockout or reduction of wages be forced on a union without an opportunity to carry out the provisions of sections 1 and 2, said union shall be entitled to the full privileges of the defense fund.

SEC. 8. To affect union men prejudicially to their standing in the union who remain at work in an office where any member of the union men in such office have struck work on what they deem good grounds for such action, the strike must have been authorized in accordance with sections 1, 2 and 4 of this

law. Unless so authorized, those remaining at work are not liable to charges of violation of any union laws.

SEC. 9. When there shall have been a strike ordered in accordance with the laws of the International Union all union men shall be deemed to have been notified.

SEC. 10. When a strike has been inaugurated in accordance with the provisions of this article and authorized by the Executive Council or a lockout has been sanctioned by the Executive Council, there shall be paid an amount sufficient to pay the benefits herein provided. Each member who is the sole support of one or more persons shall receive as a weekly benefit 60 per cent of the scale (for day work) and each member who has no such dependents shall receive 40 per cent. If there are two or more separate scales in the jurisdiction, the benefit shall be based on the highest of these scales (for day work). In any event not less than \$36 per week shall be allowed for each member with one or more dependents and not less than \$24 per week for each member without dependents. Payment of benefits may be discontinued at such time as the Executive Council deems wise and names may be added to or removed from the strike roll at discretion of the Executive Council: Provided, No member shall be entitled to strike benefits until a strike has been in progress one week and said strike or lockout shall have caused his income at the trade to cease, except as provided in section 12 hereof.

SEC. 11. No subordinate union shall be allowed to increase the statutory benefits without the sanction of the Executive Council, unless the said subordinate union pays such increase out of its own treasury.

SEC. 12. No member of a subordinate union on strike shall be entitled to the weekly benefit unless he reports daily to the proper officer of the subordinate union while the strike continues. Any member refusing work while out on strike shall be debarred from all benefits under this law, and for each day's work performed in excess of one shift one-fourth of the member's regular strike benefits for that week shall be deducted.

SEC. 13. All moneys received by a union from the International Typographical Union shall be used, with the approval of the Executive Council, in supporting men on a strike or lockout, in assisting their removal to other cities, paying the necessary expenses of the conflict, and prosecuting strikes in such further manner as the union interested and the Executive Council shall deem advisable.

SEC. 14. During the continuance of a strike the executive board of a subordinate union shall make weekly reports to the Secretary-Treasurer of the International Union, showing the amount of money distributed for benefits, number of beneficiaries—heads of families and single persons, union or non-union—and all other facts that may be required. All moneys from the International Union remaining unused by the local union shall be returned to the Executive Council.

SEC. 15. In the event of a strike against all shops of members of an employers' association, the union or unions

involved may settle with such individual employers as may be so inclined.

SEC. 16. The International Union disapproves of the division of members of subordinate unions into distinct classes in the settlement of questions, believing it to be the right and duty of each member to vote on such occasions, except as otherwise provided by law.

SEC. 17. All monies received by the Secretary-Treasurer for defense purposes may be expended by the Executive Council as otherwise provided by law and for such other defense purposes as the Executive Council deems useful in advancing the interests of the International Typographical Union, its subordinate unions and members, including expenditures occurring in connection with any strike or lockout, publicity campaigns, expenses incurred in establishing or encouraging the establishment of enterprises to compete with or replace any establishment where a strike or lockout is or has been in progress or is threatened or any other means which, in the judgment of the Executive Council, would advance the interests of the International Typographical Union, its subordinate local unions, or its members, through any action deemed by the Executive Council to be defensive in character. Where members have been deprived of their usual opportunity for work because of a shutdown of a plant caused by a strike of another union it may be considered a defense expenditure for the Executive Council to pay such members the equivalent of strike benefits as special assistance for such time as may be determined by the Executive Council, provided such payments are legal.

SEC. 18. Where one employer operates more than one plant or establishment local unions in whose jurisdiction such plants or establishments are located may take such joint action as is lawful under civil law after approval by the Executive Council.

ARTICLE XX—SUBORDINATE UNIONS AND OFFICERS

SECTION 1. Subordinate unions are required to elect three auditors, or select an expert accountant or accountants, whose duty it shall be to examine and audit quarterly all books and records of their financial officers; to personally visit banks to secure a written statement of bank balances at time of audit; to verify monthly bank statements of deposits and withdrawals; to personally visit bank safety deposit vaults for verification of contents reported to be held therein for the quarterly periods May-June-July, August-September-October, November-December-January, February-March-April, and report to the Secretary-Treasurer of the International Typographical Union by the twentieth of the month following the end of the quarter, the condition of the funds and accounts, the number of members in good standing, number initiated, expelled or suspended, admitted or withdrawn by card for each month, the amount of the fiduciary officers' bonds and the company in which they are bonded, the amounts expended in sick relief, funeral benefits, or in any form of charity, together with such other information as the

Executive Council may deem necessary. A majority of the auditors, or the expert accountant or accountants, must be present at the examination of the accounts, and no member of the committee, and no accountant, shall attach his or her signature to a report unless such member or accountant shall have personally participated in such examination. The president of the subordinate union shall sign the quarterly report attesting that the auditing committee or certified accountant has audited the books as provided in this section. Should inaccuracies appear in the report of an auditing committee, the President of the International Typographical Union shall appoint an expert accountant to examine the books of the union in which such inaccuracies are noted, who shall report his findings to the President of the International Typographical Union, he in turn to file the same with the president of the union concerned, who, in event of willful falsification by said auditing committee, shall suspend such committee from office, together with the delinquent financial officer or officers, and impose upon each of them a fine of \$10, which fine shall be forwarded to the Secretary-Treasurer of the International Typographical Union. In the event of the suspension of an auditing committee, an election of their successors shall be held within one month from the date of such suspension, or expert accountants shall be appointed. Expenses of examination of books and records shall be borne entirely by the subordinate unions. Subordinate unions failing to report to the Secretary-Treasurer of the International Typographical Union, as required by this section, shall be fined \$25.

SEC. 2. Every local union subordinate to the International Typographical Union shall cause its fiduciary officers to be bonded in the sum of at least \$1,000. Such bonds shall be filed with the Secretary-Treasurer of the International Typographical Union. It shall be the duty of the Secretary-Treasurer of the International Typographical Union when any subordinate union fails or refuses to comply with provisions of this section to provide a bond of the amount herein provided, the cost thereof to be paid from the general fund and charged to the delinquent union. A subordinate union failing to reimburse the International Union for money so expended within thirty days shall be subject to a fine of not more than \$25 at the discretion of the Executive Council. The fiduciary bonds of local officers shall be issued by the International Typographical Union at an annual premium fixed by the Executive Council in the amount sufficient to maintain a fund from which to pay losses.

SEC. 3. Where a subordinate union alleges misappropriation, default or shortage in the accounts of a financial official bonded by the International Typographical Union and makes claim for payment under the provision of its bond such claim shall be substantiated by an audit of the books and records of the officer involved, either by certified accountant or by local union auditing committee as the Executive Council may require. Such audit shall be submitted to the local union and, if accepted by majority vote, such acceptance shall be binding as regards the fact of misappropriation or defalcation. The

local union shall report the full circumstances and details to the Executive Council of the International Typographical Union for such action as that body shall deem proper. The Executive Council shall have power to further investigate and make payment under the bond of such amount as in its judgment is verified and may in its discretion summarily expel the officer found to have defaulted in his accounts to the local union.

SEC. 4. The funds of each local union deposited in bank shall be deposited in the name of the local union, and money shall be drawn from the account only by checks signed by the president and secretary-treasurer, and only then when both officials are fully satisfied that such money is lawfully and justly due the person or persons for whose benefit the check is drawn. Bonds or other securities owned by local unions shall be deposited in safety deposit boxes which can only be opened in the presence of such officers as are provided by local union laws, but no less than three, two of whom shall be the president and secretary-treasurer. Where a certified accountant is not employed to make audits, one member of the local auditing committee shall be the third member. Should inaccuracies appear in the accounts of the local union, or if the president of the local union has reason to believe there is a shortage or misappropriation of funds, he shall at once report the matter to the President of the International Typographical Union for investigation. In the absence of the president of the local union, and in cases where the offices of president and secretary-treasurer are combined, the vice-president shall perform those duties of the president hereinbefore specified.

SEC. 5. Subordinate unions are required to furnish on request a detailed statement of scales of prices, hours of labor, and any other information as may be deemed necessary by the Executive Council for the keeping of proper records at International headquarters or for use in furthering the objectives of the union. Such information may be codified and printed or published as necessary to meet the needs of the International and local unions.

SEC. 6. Subordinate unions shall fix a time and date for regular monthly meetings that will permit members holding situations on seven-day newspapers to attend these meetings.

SEC. 7. Subordinate unions, through the proper officers, shall purchase monthly the International dues stamps or stamped working cards in sufficient quantities to permit the issuance of either a stamp or stamped working card to each member of the local union.

SEC. 8. Returns of per capita tax from subordinate unions shall be made monthly, under seal, to the Secretary-Treasurer of the International Typographical Union. These returns shall state the number of members of the union and the amount so forwarded.

SEC. 9. It is enjoined upon each subordinate union to have a suitable seal engraved, to authenticate all documents.

SEC. 10: An appeal for financial aid from a local union to subordinate unions to be legal must bear the printed approval of the Executive Council.

SEC. 11. It shall be the duty of presidents of subordinate unions to correct all violations of law of the International Typographical Union within their jurisdiction and when unable to do so, they shall refer the matter to their local unions for action.

SEC. 12. Local unions shall provide for the appointment or election of three members whose duty it shall be to visit, at least twice each year, the different newspaper and job offices in their jurisdiction, and at the next regular meeting make a report of their findings as to the sanitary condition of places visited.

SEC. 13. Each subordinate union shall appoint or elect a standing label committee whose duty it shall be to encourage and promote, by systematic campaign locally and in cooperation with the International Typographical Union, a demand for the use of the union label on all printed matter. It shall be the duty of this committee to procure and disseminate information as to where union label goods may be purchased, and to encourage patronage by all members of only union label goods and union services. The secretary of each subordinate union, immediately upon appointment or election of a label committee, shall forward to the President of the International Typographical Union the name and address of the chairman of such committee.

SEC. 14. Each subordinate union shall appoint or elect a standing committee on new processes whose duty it shall be to compile complete information on local conditions and plan courses of instruction and necessary training in all new printing and mailing processes in cooperation with the International Typographical Union. A copy of such information as may be compiled shall be forwarded to the Bureau of Education of the I.T.U.

SEC. 15. It shall be the duty of the secretary of each subordinate union to furnish monthly to the Secretary-Treasurer of the International Typographical Union a statement of all rejections, expulsions, suspensions and reinstatements, and the reasons therefor; and also a monthly statement of the condition of the trade and other matters of interest to the craft in the jurisdiction of his union.

SEC. 16. Secretaries of subordinate unions are instructed to answer all correspondence from sister unions as soon as possible after receiving the same. All correspondence between subordinate unions as to character, etc., of applicants for membership, and all other business of like nature, shall be conducted in sealed envelopes.

SEC. 17. On issuing a working, traveling or honorable withdrawal card, the secretary of the local union granting such card shall place thereon the register number of the member receiving the same. In no case shall any other number except that given by the Secretary-Treasurer of the International Typographical Union be assigned a member or placed on the card held by him.

Sec. 18. Each local union shall report monthly, through its secretary, on forms provided by the Secretary-Treasurer of the International Typographical Union the number of due stamps received, used and remaining on hand, the names and ages of all new members initiated, with the date of their initiation; the names and register numbers of all members suspended, expelled, or reinstated, with the date of same; all traveling and honorable withdrawal cards received, with date, name and register number of cardholders; all traveling and honorable withdrawal cards issued, with date, name and register number of member; the name and register number of all members lost by death and the date of death, together with such other data as may be required for the completion of a member's record or deemed necessary by the Executive Council for the use of the International Typographical Union.

Sec. 19. It shall be the duty of each local union to keep a record of all its members in such manner as will permit of the making of monthly reports and furnishing the data provided for in the preceding sections. Any local union failing to make monthly reports, as provided herein, shall be fined \$10.

Sec. 20. It shall be the duty of presidents of subordinate unions to report within ten days to the President of the International Typographical Union full information concerning the unionization of shops in their jurisdictions, the number of employees taken into the union and any other information that might prove of value to other local unions.

POWERS OF

Sec. 21. A subordinate union may take political action when the interests of organized labor as a whole and the craft in particular may be benefited thereby. Subordinate unions should establish a Political Action Committee which will cooperate with city, county and state COPE organizations; will check and encourage registration; will study and make known to the membership the voting records of political candidates; and will cooperate with other groups working to repeal the Taft-Hartley Law: Provided, No subordinate union shall assess its members for partisan political purposes.

Sec. 22. No boycott shall be levied by any local union whereby a sister union subordinate to the International Typographical Union, or members thereof, may be affected, without the specific consent of the union so affected: Provided, The union desiring to boycott shall have the right of appeal to the Executive Council of the International Typographical Union, which shall give all interested parties a full hearing before rendering a decision.

Sec. 23. A union has no right to set apart a day as a national holiday and declare members unfair because they do not observe the same, although ordered by the union to do so.

Sec. 24. It is optional with subordinate unions to impose fines on members for failure to participate in Labor Day parades, when such subordinate unions, by a majority vote of members in good standing, at a regular meeting or a special meeting called for that purpose, shall decide to participate in Labor Day parades.

SEC. 25. Subordinate unions, acting in conjunction with the Executive Council of the International Typographical Union, have a right to declare a general amnesty for a set period to non-unionists working in the territory under their jurisdiction.

(a) Local unions desiring to apply the foregoing section must conform with instructions adopted by the Charleston convention of 1928, as follows: (1) Permission to accept applications under amnesty must be secured of the Executive Council of the International Typographical Union. (2) A resolution requesting such permission must be adopted by the subordinate union, stipulating the period of time such amnesty is to apply. (3) At the same time subordinate unions may confer organization powers upon local officers or a committee or a representative of the International Union. (4) Where such power is conferred and permission given by the International Typographical Union Executive Council, applicants for membership who are competent workmen may be accepted into membership and obligated without submitting their applications to a vote of the local union. (5) The power conferred and permission granted by the Executive Council may be restricted by the council to a particular office or offices, and the council may impose such further restrictions as in its judgment are necessary for the protection of the interests of the union. (6) Where a subordinate union does not confer authority as above indicated to its officers or a committee, as provided for in instruction 3, applications must be submitted to a vote of the local union, but the application is accepted by majority vote instead of three-fourths vote as required by section 10, article xvi, bylaws. (7) That in unorganized territory and in offices over which the local union exercises no jurisdiction, representatives of the International Typographical Union may be authorized by the Executive Council to obligate applicants under the same conditions as those applying to local unions operating under general amnesty.

SEC. 26. Individuals or subordinate unions are forbidden to use the name of the International Typographical Union in any manner in soliciting advertising for convention souvenirs.

SEC. 27. Subordinate unions have no authority to confer upon any person honorary membership. Conventions only can confer such honorary membership in the International Typographical Union.

SEC. 28. Proposals to increase or decrease local dues or levy a special assessment may be adopted only by majority vote by referendum of six-month members. Ballots shall plainly explain necessity for the proposed change. Whenever it is proposed that special assessment shall be made for more than one purpose, each proposition must be voted upon separately. Provision must be made for a specific date on which the collection of each special assessment shall be discontinued. Special assessments levied by local unions must apply to all classes of members actively engaged at the printing trade in a manner that is equitable.

SEC. 29. A subordinate union may revoke the membership of any member within one year of admission if upon due trial in accordance with the provisions of article iv, of these bylaws, it should be established that admission was gained by fraudulent means or upon the basis of false or misleading statements in application for membership.

RECOMMENDATIONS TO

SEC. 30. While it is the sense of the International Union that subordinate unions, and they only, have at all times the right of judging of the qualifications of the applicants for admission to membership, it is believed the true policy of subordinate unions should be to go to the utmost limits consistent with safety and honor in receiving into membership all unfair printers and mailers, who make application to that effect, and who evince a desire to again become fair men.

SEC. 31. Subordinate unions are recommended to adopt a conciliatory method of making important changes in their scale of prices, and before any change in the scale of prices is sought to be made effective such proposed changes shall be submitted to all the publishers interested. The International Union, when requested, shall allow a representative of an employers' association to be heard on important changes affecting their interests.

SEC. 32. The International Union recommends that a day's work on daily papers be restricted as nearly as possible to six hours' composition.

SEC. 33. The International Union directs subordinate unions to use their influence in having all work sent into shops employing members of unions represented in the allied printing trades.

SEC. 34. The International union recommends to subordinate unions the percentage system of collecting dues where practicable. Where the percentage system is adopted the rate shall be uniform on all earnings.

SEC. 35. It is the sense of the International Union that the system of rebate dues is legal.

SEC. 36. Subordinate unions are recommended to print in labor journals of their localities a list of union printing offices, so that officers and members, societies and others favorable to organized labor may be kept posted as to what offices are fair.

SEC. 37. The International Typographical Union recommends that subordinate unions publish the names of all firms, corporations and individuals engaged in the printing industry which do not pay the scale of prices, or which do not observe the established customs of the several unions.

SEC. 38. Local unions are directed to affiliate with the various AFL-CIO central bodies in their localities.

SEC. 39. Members should purchase, where possible, such goods as bear the trades union label recognized by the International Union.

SEC. 40. No member of the International Typographical Union shall purchase products of non-union labor when goods made under favorable conditions can be obtained. Subordinate unions shall enact laws to carry out the provisions of this section.

SEC. 41. It is recommended that all subordinate unions be required to issue to their members tickets or cards bearing the union label, and a request to the merchants with whom they deal that they insist on having their printing done by union labor only. That subordinate unions be required to endeavor to secure their use by the members of other trade unions and friends of organized labor.

SEC. 42. It is the sense of the International Typographical Union that each subordinate union should make provision for such of its members as are unable to obtain the scale through disability—the union to be the judge—by placing them on a special list, and allowing them to seek work under conditions prescribed by such union.

SEC. 43. In localities where mailers' unions are instituted, but not recognized by the employers, local typographical unions when negotiating scales and new working agreements shall endeavor to procure recognition for such organization of mailers before signing new agreements.

SEC. 44. In localities where no mailer local exists the International Typographical Union instructs local typographical unions that it is their duty to organize all mailers in their jurisdiction.

SEC. 45. The value of the state and provincial federations of the American Federation of Labor and Congress of Industrial Organizations to the labor movement of the respective states and provinces is unquestioned. Typographical Unions have every reason to take an active part in the work and deliberations of those bodies. Active interest and affiliation by our local unions beget the more hearty support of the entire labor movement. That these desirable results accruing from affiliation with state and provincial branches, American Federation of Labor and Congress of Industrial Organizations, may become effective, it is recommended that local typographical unions become affiliated with the state and provincial branches, American Federation of Labor and Congress of Industrial Organizations of their respective states and provinces.

SEC. 46. A local union may provide its own method for determining changes in its constitution and bylaws. However, where the local submits such changes to the referendum, a majority vote cast in such referendum shall adopt.

SEC. 47. The International Typographical Union recommends that scale committees shall exert their best endeavors to negotiate for the elimination of the double-header shifts.

SEC. 48. It is recommended that all local unions establish organization committees, which shall, in cooperation with special representatives of the President of the International union carry on continuing organizational efforts in the jurisdiction of each local union.

ARTICLE XXI—TRAVELING CARDS

SECTION 1. Members in good standing who are desirous of leaving the jurisdiction of the union to which they belong shall be entitled to receive the International Typographical Union Traveling Card, which shall be furnished upon the payment of all financial obligations: Provided, That a subordinate union may refuse to issue traveling cards to any of its members for a period not to exceed three (3) months following initiation of a strike. This action shall require a majority vote, which shall be taken at the meeting at which the strike vote is taken. A newly obligated member shall not be entitled to receive a traveling card until his I.T.U. registration number has been forwarded to the subordinate union in which he was obligated, nor until after the local union has certified to the Bureau of Education that the newly obligated member has satisfactorily passed the examination on trade unionism as provided for in section 3, article xvi, bylaws. A member accepting such card severs all connection with the issuing union. Where traveling cards are withdrawn and returned to the local union issuing same more than twice in thirty days a charge of 25 cents each shall be made for all cards issued after the first.

SEC. 2. The said traveling card shall be in words as follows:

THIS IS TO CERTIFY THAT the bearer hereof, whose signature appears in this certificate, is a member in good standing of the International Typographical Union and is entitled to the friendship and good offices of all unions under the jurisdiction of the International Typographical Union.

The bearer has paid International Union per capita tax for the month of 19....

Register, No.; Social Security No.

Given under our hands, and the seal of.....

Union No.; this day of.....

19.....

..... President.

(Seal)

..... Secretary.

..... Member's Signature.

Countersigned Secretary-Treasurer
International Typographical Union.

This card expires in two months from the time the last International due stamp thereon shows dues to have been paid. It may be renewed within two months after its expiration.

Any member of the International Typographical Union stands suspended when four months in arrears for local or International dues and assessments. (Sec. 7, article vii, bylaws.) Suspended members may be reinstated as provided in article xvi, bylaws, within one year after suspension.

The reverse side of said card shall contain these words:

Deposited with Union No.
on the day of 19.....

SEC. 3. Any member receiving such card shall deposit the same with the proper union officer when accepting work within the jurisdiction of a local union: Provided, This shall not prevent sister unions from mutually agreeing to recognize each other's current working cards for a period of thirty days. Any member neglecting his duty as prescribed in this section may be tried for violation of International Union law, and upon conviction, be punished as deemed just by the local union in whose jurisdiction the offense was committed.

SEC. 4. The secretary of a subordinate union shall receive an International traveling card at any time if the card be clear and within date and no charge pending against the holder: Provided, When card is issued from a subordinate union of another language than that in which it is offered for deposit recipient union may require that holder pass language and competency test before admission. Membership in said union shall date from time of said reception and any person admitted by such card shall be exempt from the usual initiation fee and from any assessments of which he is not a beneficiary.

SEC. 5. International cards must be received (if clear and within date), notwithstanding the fact that charges may be pending in a sister union against an officer of the union issuing the same: Provided, Such charges were not made known to said union previous to the issuance of such card.

SEC. 6. In case of a strike involving one-third of the situations within the jurisdiction of a union, said union may refuse to receive cards for a period of not exceeding three months, or, with the consent of the International President, for the duration of the strike. In case of fire, flood, tornado, earthquake, pestilence, or similar catastrophe, amounting to public calamity, the Executive Council may, in its discretion, grant permission to unions in localities thus afflicted to refuse to accept traveling cards during such periods as such calamitous conditions continue: Provided, That when, for any reason, a serious condition of unemployment exists in the jurisdiction, a subordinate union may, with consent of the Executive Council, refuse to accept traveling cards for a specified period.

SEC. 7. It is contrary to union principles for any person holding an International traveling card to go to work in a town or city where no union exists, during the progress of a strike, without the consent of the parties engaged in such strike, and the union issuing such traveling card has the power, upon sufficient proof being furnished, to revoke it and publish the holder as an unfair man.

SEC. 8. A subordinate union can not be compelled to grant a card to a member against whom charges are pending.

SEC. 9. A subordinate union can not be compelled to grant a traveling card to a member who is financially indebted to the local union for dues, assessments, or for loans granted by the union, either from its treasury or from relief funds, societies or associations, financed in whole or part by the local union.

SEC. 10. All traveling cards issued by subordinate unions must have the seal of the issuing union stamped thereon, and all signatures, dates and names shall be in ink.

SEC. 11. When the secretary of a subordinate union issues a traveling card, he shall require that the member receiving such card shall place in the blank provided for that purpose his (the member's) signature in the presence of the secretary, and the secretary receiving a traveling card shall require the holder to sign his name on back of said card for comparison, and should there be a discrepancy in the signatures, the secretary shall take up the card pending investigation. Any violation of this section shall be punishable by a fine of \$5. This shall not apply to cards forwarded by mail.

SEC. 12. All traveling cards deposited with a local union shall be endorsed with the date of deposit and the name and number of the union and forwarded to the Secretary-Treasurer of the International Typographical Union.

SEC. 13. When a card is issued to a member of the allied crafts, chartered by the International Typographical Union, the secretary issuing such card shall insert after the member's name the craft to which he belongs. All allied craftsmen must deposit their cards with the union of their craft, if one be in existence where they are located, in order to protect their membership in the International Typographical Union. When, in the opinion of the Executive Council, there is a sufficient number of members of any allied craft in a local typographical union, and the best interests of the organization will be subserved thereby, they shall be directed to apply for a charter and organize a local union of their own craft.

SEC. 14. A change in the secretary-treasurership of the International Union does not invalidate a clear card, within date, signed by a former secretary-treasurer. The blank cards furnished subordinate unions are good until used if the union remains in existence as a part of the International organization.

SEC. 15. Traveling cards issued by a subordinate union after its charter has been suspended or revoked shall not be honored by local unions, but any member of such a union, upon furnishing the Secretary-Treasurer with sufficient proof of membership shall, upon the payment of all arrearages to the International Union, be entitled to and receive a traveling card from the Secretary-Treasurer of the International Typographical Union.

RENEWAL AND REISSUE

SEC. 16. Where a union member who has been for a length of time so located as to make it unnecessary for him to deposit his card, under the workings of our system, until after it has expired by limitation, presents his card for renewal to a local union, such union, on the payment of accrued International per capita tax and assessments from date of issuance to date of such renewal, provided such time does not exceed four months (and no local fees whatsoever shall be chargeable), shall promptly renew such card, provided the application for renewal be accompanied by satisfactory evidence, that

the applicant has not in the meantime been guilty of any anti-union conduct. Any member holding a traveling card shall stand suspended as provided in section 7, article vii, bylaws, when four months in arrears for International dues and assessments, and must reinstate as provided in article xvi, bylaws. Nothing herein shall be held as preventing such member from making application as a new member if he so elects; and the financial secretary shall report to the Secretary-Treasurer of the International Typographical Union all collections made for arrearages for each month in sequence. No dues, assessments or fees of any kind can be collected for any one month unless the indebtedness for all previous months has been liquidated. Should the union issuing such card have in the meantime ceased to exist, it is the right of the union man holding such card to have it accepted by any subordinate union on his showing to the satisfaction of such union that his record has been a clear one since the date of issue of such card. Unexpired traveling cards must be renewed by local unions, on presentation by the holders of satisfactory evidence of union conduct, and the payment of International per capita tax and assessments. Members who do not work or live within the jurisdiction of a local union must renew their traveling cards through the International Secretary-Treasurer to qualify as unattached members under the provisions of section 1, subsections (e), (f) and (g), article ix, constitution.

SEC. 17. When a member loses his traveling card he can only receive a duplicate thereof by applying to the Secretary-Treasurer of the International Union, who shall issue such duplicate on the payment of \$1 after sufficient time has elapsed for an investigation to be made. Duplicates shall be furnished from a series separate from the regular traveling cards and have printed thereon the words "Duplicate Card."

ARTICLE XXII—TYPOGRAPHICAL JOURNAL

SECTION 1. The Typographical Journal shall be published once a month and shall contain in addition to the reports and other matters required by law to be published, the reports of the International and Home audits; official orders; charters granted; charters suspended, and the causes; a list of deceased members with register numbers, the name (or number) of the local union to which the deceased was attached, as well as the place where the death occurred; state of trade; advertisements meeting the approval of the Executive Council; all reports (including detailed statement of expenditures) and proceedings of the officers and members of the corporation of the Union Printers Home; and such other matters as may be of interest and importance to the craft generally.

SEC. 2. The subscription rate of The Journal to non-members shall be \$2 per annum, postage in addition to foreign subscribers. The price for single copies shall be 20 cents each.

ARTICLE XXIII—UNION PRINTERS HOME

SECTION 1. This union hereby ratifies the action of Edward T. Plank, William S. McClevey and Columbus Hall, as its trustees, in conveying the Home at Colorado Springs, in Colorado, to the Union Printers Home corporation as trustee, for the uses and purposes, and upon the trust declared and the terms and conditions stated in the deed by said grantors to said grantees dated the 17th day of May, 1892.

SEC. 2. Any member in good standing of any subordinate union shall be deemed a member of the International Typographical Union for the purposes of admission as a resident of the Home at Colorado Springs, Colorado, and of participation in the bounty.

SEC. 3. No person shall be deemed a member in good standing of the International Typographical Union who shall willfully neglect, disregard or violate any resolution, order, by-law, or duty prescribed by said union of and concerning the management and control of the Home at Colorado Springs, or of the trust upon which said Home is held by the Union Printers Home corporation.

SEC. 4. A full and complete, true and accurate report shall be submitted to each convention of the International Typographical Union by the Board of Trustees of the Union Printers Home, showing its transactions and containing such recommendations as may be useful to the union in furthering the interests of the Home.

SEC. 5. At all times the articles of incorporation of the Board of Trustees of the Union Printers Home, and the constitution and bylaws thereof, shall be further amended in such manner and to such effect as the International Typographical Union may direct.

SEC. 6. The Board of Trustees of the Union Printers Home shall make its best efforts to provide for rehabilitation of war veteran members who may be in need thereof.

ARTICLE XXIV—WOMEN MEMBERS

SECTION 1. Equal wages and conditions shall prevail for both sexes in every local jurisdiction of the International Typographical Union, subject to the requirements of the laws of the various states as these laws affect women workers. Any member who violates the provision of this section, upon conviction, shall be punished by a fine of not less than \$25, or suspended, as the union may determine, in accordance with International law.

GENERAL LAWS

1957

ARTICLE I—APPRENTICES

SECTION 1. Apprentices shall not be less than 16 years of age at the time of beginning their apprenticeship. Local unions shall require applicants to furnish adequate evidence of the date of birth. They shall be listed by the secretary of the subordinate union and they shall serve an apprenticeship period of six years before being admitted to journeyman membership in the union: Provided, That upon request of the local union and employer, and with the consent of the Bureau of Education of the International Typographical Union, an apprentice may be upgraded when he has shown he has applied himself to his work and studies sufficiently to warrant advancement: Provided further, That no apprentice shall be upgraded more than 24 months during his training period. Failure of apprentice members on completion of his apprenticeship period to file his application for transfer to the journeyman roll shall be sufficient for cancellation of his apprenticeship.

SEC. 2. Subordinate unions are prohibited from transferring apprentice members to journeyman membership until the applicant for such transfer has been certified by the Bureau of Education as having completed the Course of Lessons in Printing, or has received certification of such completion from a school duly accredited by said Bureau of Education: Provided, That the foregoing shall in no wise nullify the provisions of section 3 of this article, or the authority of the President of the International Typographical Union to waive completion of the Course of Lessons in Printing: Provided, further, That unless the provisions of this section have been complied with, no journeyman register number shall be assigned to an apprentice member: Provided, still further, That in the case of an apprentice whose time has been interrupted for a period of not less than ninety days, by reason of his having served in the armed forces of the United States or under the National Security Act of 1948, local unions may establish regulations granting to said apprentice that priority standing in the chapel in which he has served his time, which would have accrued to him, had not his time been interrupted by his having served in the armed forces; said apprentice to comply with all apprenticeship obligations, including completion of the Lessons in Printing.

SEC. 3. Mailer and machinist apprentices shall be exempt from the requirement that the Course of Lessons in Printing must be completed before transfer to journeyman membership: Provided, however, that upon application for appren-

ticeship all such apprentices must subscribe for, and complete the Course of Lessons in Unionism within 90 days from date of registration as provided in section 10 of this article.

Sec. 4. All persons before entering the trade as apprentices shall first be approved by the local union. They must pass a technical examination given by the union's apprentice committee. A physical examination must also be made by a qualified medical examiner, approved by the local union. The medical and other examinations must show fitness and adaptability to the trade. The physical examination shall be entered on the medical certificate, printed on the reverse side of the application for apprentice membership which shall be filed and used as such at the beginning of the second year of apprenticeship as provided in section 7.

Sec. 5. No apprentice shall leave one office and enter that of another employer without the written consent of the president of the local union, and the date of such change of offices by the apprentice shall be recorded on the books of the union.

Sec. 6. All local unions are required to include in contracts provisions defining the grade and classes of work apprentices shall be taught from year to year, so that they will have the opportunity of acquiring a thorough knowledge of the trade. No office shall be entitled to employ an apprentice unless it has the equipment necessary to enable instruction being given the apprentice in the several classes of work agreed upon in the contract with the employer to be taught each year.

Sec. 7. At the end of the first year, if the apprentice proves competent and the foreman and apprentice committee recommend him for apprentice membership, he must be admitted into the union as an apprentice member, and his application blank with the medical examination on the reverse side be forwarded to the International Typographical Union Secretary-Treasurer for an apprentice register number.

Sec. 8. Apprentice members shall not have the privilege of voting. From the time of registration until such apprentice members are transferred to the journeyman roll, they shall pay per capita tax and subscription to The Typographical Journal as provided in section 1, article ix, constitution. They shall be exempt from pension and mortuary assessments.

Sec. 9. Following initiation the apprentice member shall be registered with the Secretary-Treasurer of the International Typographical Union, who will assign a register number.

Sec. 10. Beginning with the second year, apprentices shall be enrolled in and complete the International Typographical Union Course of Lessons in Printing before being admitted as journeyman members of the union. This course of lessons shall include the course on trade unionism, containing complete information and instruction on the principles of unionism, prepared by the Bureau of Education of the International Typographical Union. Within 90 days from date of

registration the local union must certify to the International Typographical Union Bureau of Education that the apprentice has satisfactorily passed an examination on trade unionism given by the local union's apprentice committee.

Sec. 11. Starting with the second year apprentices are entitled to and must be in possession of an apprentice working card.

Sec. 12. Arrangements should be made to have apprentices during the last two years of apprenticeship instructed on any and all typesetting and typesetting devices or any other machinery or equipment which functions as a substitute for or the evolution of the typesetting process in use in the offices where they are employed. Instructions on machines must follow basic trade training on all other work: Provided, That the first year of the two year apprentice training on machines shall be on typesetting machines. Mailer apprentices during the last two years of apprenticeship should be instructed on mailing machines in use in the mailing room.

Sec. 13. Apprentices shall be required to complete the I.T.U. Course of Lessons in Printing before being admitted to journeyman membership, except with the consent of the President of the International Typographical Union. The President of the International Typographical Union shall have authority to cancel the card of any person admitted to membership in violation of any of the foregoing provisions and may impose a penalty not to exceed \$25 on offending unions.

Sec. 14. Local unions shall provide for the appointment or election of a committee on apprentices. The duties of the committee on apprentices shall be to inquire into the educational qualifications of applicants for apprenticeship, examine each apprentice, to ascertain if he is meeting the necessary requirements called for in the several classes of work specified for each year of his apprenticeship, and if after such examination, the committee finds the apprentice has not made satisfactory progress, it shall so report to the union for such action as it is deemed proper to take to require the apprentices to take needed courses of study and report any delinquency to the union; to compel all apprentices to complete the I.T.U. Course of Lessons in Printing.

Sec. 15. A local joint apprentice committee composed of equal representation of the employers and the union should be formed to make surveys and study, investigate and report upon apprentice conditions. They shall act to enforce the conditions of the agreement covering apprentices and shall have full power and authority any time during the term of apprenticeship to terminate the employment of an apprentice who does not show aptitude and proper qualifications for the work, or for any other reason. This committee shall meet jointly at the call of the chairman of each committee at such time and place as may be determined by them. This committee shall have authority to vary training programs to meet the problems arising because of varying equipment of the shops under contract and shall have authority to

direct temporary transfers of apprentices from one shop to another to accomplish as much all-around training as may be suited to the capacity of the apprentice.

SEC. 16. Local unions shall incorporate in their contracts with employers a section containing the necessary requirements to carry out the apprenticeship laws of the International Typographical Union.

SEC. 17. The foreman and chairman of the chapel shall see that apprentices are afforded every opportunity to learn the different trade processes by requiring them to work in all classifications of the trade. When apprentices show proficiency in one branch they must be advanced to other classes of work.

SEC. 18. Local unions shall arrange scales of wages for apprentices in each of the years of their apprenticeship, such scales to be indicated as proportionate to journeymen's scale. Apprentices shall be given the same protection as journeymen and shall be governed by the same shop rules, working conditions and hours of labor.

SEC. 19. Local unions are required to fix the ratio of apprentices to the number of journeymen regularly employed in any and all offices, but it must be provided that at least two members of the subordinate union, aside from the proprietor, shall be regularly employed before an office is entitled to an apprentice.

SEC. 20. For each additional five journeymen regularly employed an additional apprentice may be permitted: Provided, When four apprentices are employed, an additional apprentice for each ten additional journeymen may be employed, but this additional ratio of one to ten may be varied by contract as may be desired by a subordinate union to meet the needs of particular shops: Provided further, Nothing in this section shall be construed as prohibiting any subordinate union from inserting in the contract a provision that the total number of apprentices of any office shall be less than four. It is recognized that the introduction of new or substitute processes may make it desirable to exceed the ratios provided in this section. In such instances contracts may be approved containing provisions for more than those herein specified. The particular number in excess is a matter for collective bargaining.

SEC. 21. No apprentice shall be employed on overtime work in an office unless the number of journeymen working overtime on the same shift equals the ratio prescribed in the local scale. At no time shall any apprentice have charge of a department or class of work.

SEC. 22. The ratio of apprentices to journeymen shall not be increased by hiring new apprentices when apprentices are called into the military or naval services of the United States or the Dominion of Canada (or their allies) in time of war or for the duration of any period of national emergency proclaimed by the governments of said countries, during the time when such armed forces are engaged in active combat with the military forces of another nation which presents a

threat to the United States or Canada. No new apprentices will be permitted to replace those drafted in the military or naval services of the United States or Canada. Upon again reporting for duty the situations and standing formerly held by these apprentices shall be restored to them. Local unions may permit new apprentices to temporarily replace those in service upon new applicant signing an agreement stating that he is aware that he is taking the place of an apprentice who has been called to service, and that he agrees to vacate the job upon return of the original apprentice. Local unions, when replacing an apprentice in service, shall secure a statement from the employer guaranteeing the second apprentice priority on the first opening for a new apprentice and an agreement that the second apprentice's right to work shall not supersede or predate that of the returning serviceman-apprentice. The purpose of this section is to maintain the ratio of apprentices to journeymen provided in the contract.

SEC. 23. In filling of apprenticeship vacancies, preference shall be given to apprentice members discharged from the military services of the United States and the Dominion of Canada (or their allies) whose term of apprenticeship has been interrupted because of suspensions, mergers, or consolidations of printing offices, or for other reasons, subsequent to their induction into such service.

SEC. 24. Apprentice members shall be encouraged to attend meetings of the union and to take part in label committee and label promotional work.

ARTICLE II—ARBITRATION

SECTION 1. When disputes involving interpretation and enforcement of the terms of an approved contract between local unions and employers cannot be settled by the parties to the contract the matter may be arbitrated through joint standing committee procedures provided therein.

SEC. 2. Local unions shall not submit the terms of a succeeding contract PROPOSAL to arbitration until first obtaining approval of the Executive Council as to the subject matter which may be arbitrated and as to the procedure to be followed.

SEC. 3. It is imperatively ordered that the executive officers of the International Typographical Union shall not submit any of its laws to arbitration. Nor shall any subordinate union arbitrate whether or not any General Law of the International Typographical Union is effective.

SEC. 4. It is further provided that no joint arbitration agreement be entered into with an employers' association by the International Typographical Union, unless said agreement shall have first been approved by a majority vote of the membership in a referendum vote.

SEC. 5. Where vacations have been established by contract, the elimination of such provision shall not be submitted to arbitration.

SEC. 6. When any arbitration procedure to which a local union is committed reaches a deadlock where further action

can not result in a conclusion within a reasonable time the local union may request the Executive Council to release it from further obligations under such arbitration procedure or agreement. The Executive Council shall have authority to decide that issue and may so release a local union. This section shall not apply to controversies properly before a joint standing committee involving only interpretation of the terms of the agreement. It does apply to matters involving the laws of the International Typographical Union or to interim wage openings whether or not arbitration is provided.

SEC. 7. Subordinate unions shall cooperate with other printing trades crafts in an attempt to establish simultaneous expiration dates and collaboration in scale negotiations.

ARTICLE III—CONTRACTS

SECTION 1. Contracts between local unions and employers are collective agreements in which the local union as such is a contracting party with an employer or association of employers. Such agreements shall contain a clause excluding the International Typographical Union as a party thereto. It is the obligation of the local union to observe and enforce terms of the contract. The local union as a contracting party has authority to determine differences between its members concerning their rights under contract, subject to appeal as prescribed by the laws of the union. Where the local union has by contract prescribed a method of determining differences between the employer and the local union as to interpretation and enforcement, such method shall be followed. Subordinate unions of the International Typographical Union have a long and honorable history of compliance and fulfillment of all contract commitments. It is required that where contract commitments have been made, such commitments are paramount and must be honored by the local unions parties thereto, as a matter of union policy only, subject to the limitations stated in the approval clause of such agreements without any assumption of liability thereunder by the International Typographical Union. This obligation cannot be considered to be mitigated or absolved because of picket lines established without authority provided in the local contract and as provided in article xix, bylaws. The laws of the local union not affecting wages, hours or working conditions and the laws of the International Typographical Union shall not be submitted to arbitration.

Where the contract between the local union and employer does not provide a method for the adjudication of differences as to interpretation and enforcement the employer may require the International Typographical Union to interpret the obligations of the local union, provided said contract has been approved by the president of the International Typographical Union as conforming to the laws of the International Typographical Union.

It is our policy that we continue to maintain our long standing reputation for integrity in performing our contracts and carrying out our union commitments.

It is our policy that we maintain our historic rights and prerogatives, to which we are entitled and which we have enjoyed for more than a century.

We believe that the harmony of our relations which has prevailed, almost without interruption for many decades between our members, our local unions and their employers, can continue in the future, as in the past, and it is our policy to try to continue it.

We express this belief despite the fact that ill considered legislation has recently been enacted, the effect of which is proving to be disastrous to stable and orderly labor-management relations.

We confidently assert that there are certain provisions in the Labor Management Relations Act of 1947 that are unconstitutional and invalid, that certain provisions of it are impracticable and unworkable and that a great deal of it is inequitable and unjust to organized labor.

We believe that as the provisions of this act become generally known, the law will in time be amended to eliminate its defects and inequities.

There should not be, and will not be, any attempt on the part of the International Typographical Union, or its subordinate unions to violate any valid provisions of law, Federal or state. There will continue to be earnest efforts on the part of those unions to achieve conditions and agreements granting the fullest measure of protection and advantage possible under law. These unions will make every effort to avoid the signing of agreements which may adversely affect their interests by falling short of this goal. Our members may accept employment only from employers who are willing to employ them under conditions consistent with this policy.

It is our policy that local unions do not seek to qualify as representatives under the Labor Management Relations Act, except in special cases, after careful analysis and approval by the Executive Council, and that they do not seek to execute so-called "union shop" contracts. The process provided by the Labor Management Relations Act for that type of contract is too lengthy and cumbersome and there are features of such a "union shop" that are unacceptable to our members. Neither may our unions enter into "no strike" agreements or contracts of any kind without approval of the Executive Council.

Local unions should not file any unfair labor practice charges or petition for investigation or representation, without first consulting the President of the International Typographical Union and obtaining approval of the Executive Council.

The Executive Council is hereby authorized to interpret, construe and enforce the above policy.

SEC. 2. No local union shall sign a contract guaranteeing its members to work for any proprietor, firm or corporation, unless such contract is in accordance with International law and policy and approved as such by the International Presi-

dent. The officers, committees and members are expressly prohibited from submitting to a union for vote or voting on any proposal of an employer or committee for a contract either written, verbal or implied, or any understanding whatsoever which has not previously been approved by the International President as being in compliance with I.T.U. laws and policy and not in violation of civil law. (a) No member holding active membership in any local union shall sign an individual or private contract with any employer, agreeing to work for any stated length of time, wages or conditions. The union alone has the power to contract for conditions, wages and hours. (b) No union or individual member shall agree to any pension plan which provides for compulsory retirement at any age. (c) No member shall be required to submit to a physical examination as a condition of employment.

SEC. 3. No local union shall enter into negotiations with any proprietor, firm or corporation operating a plant in another jurisdiction which does not actually have a plant in operation or have equipment for such a plant in its particular jurisdiction without first communicating with and having the approval of the International President, and if the contemplated plant is being removed from another jurisdiction, the local union shall also contact the local union or unions in which the plant or plants are now operating.

SEC. 4. Subordinate unions are required to submit to the International President for review and approval, as complying with requirements of International Union laws, all proposals for a new contract, alteration, amendment or extension of an existing contract in duplicate before presentation to the employer. No contract shall provide for automatic renewal on failure to notify either party thereto of desire to change or terminate the contract.

SEC. 5. Subordinate unions at all times have the right to define as struck work composition and mailing room work executed wholly or in part by non-members, and composition, mailing room, or other work coming from or destined for printing concerns which have been declared by the union to be unfair, after which union members may refuse to handle the work classified as struck work.

SEC. 6. Violations of contracts or scales of prices on the part of an employer or his representative should be brought to the attention of the foreman in charge of the department, and if not satisfactorily adjusted, are to be taken up by the officers of the union and the employer.

SEC. 7. No local union shall sign a scale of wages with an overtime clause calling for overtime on any certain day at a rate less than paid for overtime on all other days. Local unions shall incorporate a clause in their scales which provides for the payment of overtime at a rate not less than price and one-half, based on the hourly wage paid.

SEC. 8. Members of the International Typographical Union shall not be permitted to operate a portion of a printing plant, or an entire printing plant, for a portion of the time, under contract or sub-contract. Members can only engage in

business as employers when they own and control the establishment. This shall not apply to bona fide recorded leases for a term of one year or more under the terms of which the member-lessee exercises control over the establishment and price of the products thereof. No member of the International Typographical Union can evade any of its laws as applying to members generally by having transferred to himself a nominal amount of stock in a company or corporation organized for the purpose of conducting a printing plant; nor does the holding of the position of director in such company or corporation constitute him a proprietor unless he be able to prove that he is a bona fide stockholder therein and that his block of stock in the company or corporation bears such relation to the whole capital stock as to show that the partnership is a genuine business transaction.

Sec. 9. Where copyholders, in addition to proofreaders, are employed, local unions are directed, where possible, to incorporate in the contracts a provision that members of the union be employed as such copyholders and that a scale be made for such work.

Sec. 10. Contracts or wage agreements must provide that no member shall be employed for less than a full shift as specified in the contract except when discharged for cause or when excused at the member's own request.

Sec. 11. Local unions must incorporate in contracts a provision that all composing room work appertaining to printing and the preparations therefor, shall be done by journeymen or apprentices, and must further provide for the elimination of all so-called miscellaneous or composing room helpers by agreement that as vacancies occur they shall be filled (if needed) by journeymen or apprentices.

Sec. 12. It is the unalterable policy of the International Typographical Union that all composing and mailing room work or any machinery or process appertaining to printing and mailing and the preparations therefor belongs to and is under the jurisdiction of the International Typographical Union. Subordinate unions are hereby directed to reclaim jurisdiction over and control of all composing and mailing room work or any machinery or process appertaining to printing and the preparations thereof now being performed by non-members.

Sec. 13. Subordinate unions shall incorporate in proposed contracts a clause providing for holidays with pay; annual vacations with pay; severance pay of not less than two weeks' pay for each year of priority in the office for all members affected by suspension or mergers, hospitalization and pay allowances for sickness or accident; and severance pay of two weeks' pay for each year of continuous priority for situation holders laid off to reduce the force.

Sec. 14. Subordinate unions shall provide in proposed contracts that night work shall be paid for at not less than 15 per cent over the day scale.

SEC. 15. Subordinate unions must incorporate in PROPOSED contracts a vacation provision that when a member ceases employment for any reason he shall receive pay for accumulated vacation credits.

SEC. 16. Subordinate unions shall incorporate in PROPOSED contracts a clause which provides for the payment of overtime at a rate not less than double time, based on the hourly wage rate.

SCALES

SEC. 17. Work in foreign languages shall be at the scale rates of the particular union having jurisdiction: Provided, That in no case shall English composition be at a lesser rate than that of the typographical union. Nor shall foreign composition in English offices be done at a lesser rate or longer hours worked thereon than is in vogue in offices under the jurisdiction of such foreign language union.

SEC. 18. No member shall represent proprietors in scale negotiations, except with the consent of the local union. This section shall also apply to holders of honorable withdrawal cards.

SEC. 19. The International Typographical Union relegates to subordinate unions authority to establish in contracts provisions governing the disposal of extra work. In filling regular situations contracts must provide substitute oldest in continuous service shall have prior rights in filling the first vacancy.

SEC. 20. Subordinate unions must insert in PROPOSED contracts provisions that priority members shall have choice of new shifts, new starting times, new off-days and choice of vacation schedule, but such provisions shall not prevent the priority substitute from acquiring a situation to which his priority entitles him.

SEC. 21. Subordinate unions must incorporate in contracts a provision fixing the hours designating day work and night work. Day work shall be between 7 A. M. and 6 P. M. Night work shall be between 6 P. M. and 7 A. M. For shifts which do not begin and end within the hours specified for day work, not less than the night rate shall be paid.

SEC. 22. Subordinate unions shall incorporate in PROPOSED contracts and wage agreements a clause providing for shorter hours, with still shorter hours on the night shift than on the day shift until the unit of thirty hours a week has been reached.

SEC. 23. Subordinate unions must include in contracts or commitments a provision that members may absent themselves from the shop during voting hours on primary and general election days without being subject to discipline.

SEC. 24. Subordinate unions shall include in all contract PROPOSALS a provision seeking retirement pensions.

ARTICLE IV—DEPARTMENTS

SECTION 1. The recognition of departments shall be optional with local unions. Establishment of departments shall be by agreement and such departments as are recognized shall be enumerated.

SEC. 2. When departments are recognized priority shall date from time of accepting work in the department either by original employment or permanent transfer.

SEC. 3. When departments are not recognized an employee shall not be discharged to reduce the force or for incompetency while there is work in the office he is competent to perform and to which his priority entitles him.

SEC. 4. When departments are recognized by agreement no transfers shall be made except in emergencies: Provided, When all available extras are hired in any department transfers may be made into that department.

SEC. 5. Regulations applying to transfers are for the purpose of preventing discrimination in the hiring of members seeking work as extras. The hiring of more members than are needed in one class of work or department and later transferring them to work which could have been done by others entitled thereto because of their priority is discriminatory. It is also discriminatory to transfer a situation holder or extra when such transfer results in members not being hired who have priority superior to those transferred.

SEC. 6. Transfers are not required to permit members to exercise priority upon a vacancy, either regular or extra, which the member is not qualified to fill: Provided, Transfers made for the convenience of the office shall be made to permit cancellation of overtime or observance of the five-day law and for the convenience of members desiring to engage a substitute.

SEC. 7. Members transferred to a class of work upon which they do not claim competency shall not be discharged for incompetency nor shall a foreman be permitted to make transfers which are discriminatory or for the purpose of depriving other members of work to which they are by priority entitled.

ARTICLE V—FOREMEN

SECTION 1. In union shops the foreman is the only recognized authority. Assistants may be designated to direct the work, but only the foreman may employ and discharge. In filling vacancies the foreman shall be governed by the provisions of article 1, general laws.

SEC. 2. The foreman may discharge (1) for incompetency; (2) for neglect of duty; (3) for violation of office rules which shall be kept conspicuously posted, and which shall in no way abridge the civil rights of employees, or their rights under accepted International Typographical Union laws. A discharged member shall have the right to appeal in accordance with the laws of the International Union as provided in the contract, and shall have the right to challenge the fairness of any office rule which is applied to bring about his discharge.

SEC. 3. When it becomes necessary to decrease the force in an office where departments are not recognized it shall be determined upon what class of work the reduction is required. The member with lowest priority standing in the office engaged upon the class of work indicated shall be discharged first. Provided, The member to be discharged may claim any

other work in the office he is competent to do which is being performed by a member with lower priority standing: Provided, further, A member claiming other work to avoid discharge to reduce the force shall not be exempt from discharge if incompetent.

SEC. 4. In offices where departments are recognized a decrease in the force shall be accomplished by discharging first the member holding a situation who has the lowest priority standing in the department in which decrease is necessary.

SEC. 5. A member discharged to reduce the force shall be re-employed, either as regular or extra, upon work he is competent to perform in the order of his priority standing.

SEC. 6. In offices where departments are recognized a member declared incompetent in one department shall not be denied the privilege of seeking employment in another department nor shall he be barred for incompetency within the meaning of Section 8, below, while there is work in another department he is competent to perform.

SEC. 7. When a member is discharged for any reason, he may demand and the foreman shall give in writing the reason for discharge: Provided, Such demand shall be made within seventy-two hours after member is informed of discharge.

SEC. 8. A member who believes he has been illegally or unjustly discharged shall have the right to appeal to the subordinate union in the manner provided by the laws of such subordinate union. If the subordinate union orders reinstatement the decision must be complied with until reversed. Either party may appeal to the Executive Council as provided herein: Provided, When a subordinate union has made specific provision in its contract for reference of controversies over discharge to a joint agency, the dispute shall be decided as provided in the contract. A member who has been discharged for any reason other than to reduce the force may be reinstated at the option of the foreman, or by proceeding in accordance with the terms of this section. A member discharged for incompetency, neglect of duty or a minor reason shall not be denied the privilege of seeking work in the office for a period longer than six months.

SEC. 9. A foreman shall not designate any particular day, nor how many days a member shall work in any one week: Provided, The member must engage a substitute when absent. Any member covering a situation is entitled to and may employ in his stead whenever so disposed any competent member of the International Typographical Union without consultation or approval of the foreman: Provided, Local unions may adopt laws requiring the employment of substitutes in the order of their priority standing; or for specified periods in severe unemployment emergencies, with the consent of the Executive Council, may establish provisions for equitable distribution of subbing among eligible substitutes.

SEC. 10. A foreman shall not be permitted to select his force from day to day, but must have such number of regular situations as are necessary to meet requirements and to

reduce employment of extras to a minimum. Employment other than for regular situations shall be classed as extra work.

SEC. 11. All persons performing the work of foremen or journeymen, at any branch of the printing trade, in offices under the jurisdiction of the International Typographical Union, must be active members of the local union of their craft and entitled to all the privileges and benefits of membership.

SEC. 12. The International Typographical Union recognizes only two classes of labor in union shops, journeymen and apprentices.

SEC. 13. Where contracts or agreements provide for holidays with pay, the foreman shall not be permitted to change regular off-days to such holidays in order to evade payment for the holiday.

ARTICLE VI—LABELS

SECTION 1. Local unions, acting as agents for the International Typographical Union, shall loan labels for use or cause the same to be used in such offices and by such employing printers as fully comply with the rules and regulations of the International Typographical Union and said local unions, and also sign a label contract. The Executive Council of the International Typographical Union shall have the typographical union label withdrawn from all printing establishments employing members of antagonistic organizations.

SEC. 2. The typographical label shall be supplied to local unions by the Secretary-Treasurer of the International Typographical Union in such form as may be deemed expedient, or matrices may be purchased through said Secretary-Treasurer, the cost thereof to be paid by the local union, but the matrices to remain the property of the International Typographical Union and to be surrendered by the local union on order of the International Executive Council.

SEC. 3. The label shall be used only under contracts in either newspaper or commercial shops providing for an hourly rate of at least \$1.50 per hour, and under which the contract requires members to work no more than a five-day forty-hour week.

SEC. 4. Any office that opposes organization activities by the International Typographical Union and/or local unions of employes performing work coming under jurisdiction of the International Typographical Union shall not be permitted use of the typographical label.

ARTICLE VII—MACHINES

SECTION 1. None but members of the International Typographical Union shall be permitted to operate typesetting, typesetting, linecasting, phototypesetting or material-making machines and all devices used to process the product emanating from said machines. None but members shall be permitted to operate, maintain and service any mailing machinery or equipment when used on work under the jur-

isdiction of the International Typographical Union. The International Typographical Union also claims jurisdiction over the operation of all duplicating machines; such as typewriters and varypers, etc., the product of which is a substitute for type used in the printing and publishing process.

SEC. 2. In machine offices under the jurisdiction of the International Typographical Union, no person shall be eligible as a "learner" on machines who is not a member of the International Typographical Union. The time and compensation of "learners" shall be regulated by local unions: Provided, Local unions may grant permits to apprentices during the last two years of their apprenticeship, during which they may learn the machines, and such apprentices shall be subject to the rules and regulations of such local unions.

SEC. 3. Subordinate unions are prohibited from establishing piece or bonus scales and members of the union are prohibited from accepting a fluctuating basis of compensation which in effect constitutes a piece or bonus scale such as a wage or salary computed on the basis of production.

SEC. 4. No member of the International Typographical Union shall engage in speed, record or other contests, either by hand or on machines. Violation of this law shall be punishable by a fine of not less than \$25, or suspension.

SEC. 5. It is the unalterable policy of the International Typographical Union that only members in good standing shall be employed in installing, operating, maintaining, servicing and repairing all typesetting, linecasting, typecasting, phototypesetting, tape perforating and material-making machines and all other mechanical devices used in composing, imposing, processing and casting of type, type matter, slugs and other material of any kind whether operated manually or automatically and wherever located.

SEC. 6. It is the policy of the International Typographical Union that only members shall be employed upon all work necessary to process the product emanating from phototypesetting machines, including its development, waxing, paste make-up, ruling, photo-proofing, correction and alteration of the paste make-up serving as the completed copy for the plate-making camera.

SEC. 7. All duties performed in the paste make-up operation using reproduction proofs are comparable to and supplant make-up and imposition work in conventional composing room operations and said paste make-up duties constitute composing room work under the jurisdiction of the International Typographical Union. Only members of the union shall be employed upon such work. Paste make-up functions include all work involved in producing completed copy for the camera in the plate-making operation, including the waxing, cutting and pasting into position of reproduction proofs, the pasting into position of all hand-lettered, illustrative, border and decorative material constituting a part of the copy, all ruling, the taking of proofs on any

substance by any method or process prior to the making of a plate, and any other work involved in producing a completely pasted-up layout, job, advertisement or page.

SEC. 8. It is the policy of the International Typographical Union that in shops wherein no other union actually is exercising jurisdiction in the letterpress or offset plate-making processes that subordinate unions should contract for and their members should perform said work.

ARTICLE VIII—MACHINE TENDERS AND MACHINISTS

SECTION 1. All machine tenders and machinists, members engaged in the adjustment, repair and maintenance of all mechanical devices used in the performance of composing and mailing room work, shall be members of the International Typographical Union, and the local unions shall provide and maintain a scale covering such positions, and they shall at all times be under the control and amenable to all laws and regulations of said local unions. Porters shall only be allowed to melt metal and put metal around machines. They shall not be allowed to start, repair, oil, clean, change or adjust machines, or clean space bands and plungers. All work pertaining to maintenance and care of machines to be performed exclusively by machine tenders who are journeymen or apprentice members of the International Typographical Union.

ARTICLE IX—PLATE MATTER AND MATRICES

SECTION 1. The International relegates the use of plates and plate supplements matter to subordinate unions, with power to act.

SEC. 2. The interchanging, exchanging, borrowing, lending or buying of matter, either in the form of type or matrices, between newspapers, between job offices, or between newspaper and job offices, or vice versa, not owned by the same individual, firm or corporation, and published in the same establishment, is unlawful, and shall not be allowed, unless such type or matrices are reset as nearly like the original as possible, made up, read and corrected and a proof submitted to the chairman of the office. Transfer of matter between a newspaper office and a job office, or a job office and a newspaper office, where conducted as separate institutions, and from separate composing rooms, owned by the same individual, firm or corporation, is not permissible unless such matter is reset as nearly like the original as possible, made up, read and corrected and a proof submitted to the chairman of the office: Provided, That where an interchange of matter from an English publication to a foreign language publication, or vice versa, is desired, under the provisions of this section, such exchange shall be regulated by agreement between the employers and local unions interested. The time limit within which borrowed or purchased matter, or matrices, are to be reset shall also be regulated by agreement between the employers and local unions. This section shall not apply to original commercial composition purchased from union commercial trade composition plants or other union

composing rooms when such composition is an integral part of production of a particular commercial job.

SEC. 3. All composition or plates, mats and reproduction proofs or other forms of prints of composition produced in union offices may bear the identification insignia referred to in article xv, section 4, constitution. The logotype may be used, in the margin of proofs and the punch on the margin, face or back of each plate or mat.

SEC. 4. Subordinate unions may include in contracts provisions requiring reproduction, or exempting from reproduction, national (general) advertisements, plates and plate supplement matter, printed supplements, type, plates and matrices other than local advertisements.

ARTICLE X—PRIORITY

SECTION 1. Persons considered capable as substitutes by foremen shall be deemed competent to fill regular situations, and the substitute oldest in continuous service shall have prior right in the filling of the first vacancy. This section shall apply to incoming as well as outgoing foremen.

SEC. 2. Subordinate unions shall establish a system for registering and recording priority standing of members in all chapels, which shall be conspicuously posted or kept in a place within the chapel accessible to members at all times. The priority standing of a member shall stand as recorded.

SEC. 3. No member shall hold priority in more than one office nor shall a member retain priority standing or a situation in an office if he performs work over which the International Typographical Union has jurisdiction, either supervisory or mechanical, in another printing office whether or not the member is interested financially or otherwise in said office: Provided, That in the event of a strike or lockout involving a substantial number of members, the local union where such strike or lockout exists may adopt a law that will provide that members involved may establish priority rights in another chapel in the same jurisdiction, and in the event of a settlement of said strike or lockout, may relinquish priority so established and be granted their former priority standing in the struck or locked-out plant: Provided further, Subordinate unions may establish regulations whereby members may be permitted to accept temporary employment in another office without loss of situation or priority standing, and under such regulations may excuse members who accept such temporary work from giving it out as overtime to any member who refused to accept such temporary work.

SEC. 4. Local unions may establish regulations permitting a situation holder, or a substitute having established priority standing, to engage in pursuits other than at the trade for a period not to exceed ninety calendar days in any twelve-month period without loss of situation or priority: Provided, Members exercising this privilege shall employ the priority substitute competent to perform the work.

SEC. 5. Any member engaged to serve the International Typographical Union, a subordinate union or to perform work in the interest of the organized labor movement, or any

member incapacitated by illness, shall not be deprived of priority standing while so employed or so incapacitated. Such member shall employ while absent the priority substitute competent to perform the work if one is available. The situation holder shall not suffer loss of situation or priority in the event such a substitute is not available. After thirty calendar days the situation shall be filled by priority sub, and considered in the category of a new situation. Upon reporting for duty full priority rights shall be restored.

SEC. 6. Available priority substitute competent to perform the work must be employed on any new situation created because of the absence of a situation holder from his or her situation for more than thirty calendar days, and whose priority is protected under the provisions of other sections of I.T.U. laws or contracts: Provided, Should a substitute with greater priority become available such substitute shall be placed on said situation: Provided, further, Local unions may establish by contract, for the purpose of avoiding multiple changes in preferred shifts and starting times, for the employment of the available priority substitute after thirty calendar days and continuing to but not more than ninety calendar days from absence of situation holder.

SEC. 7. Members admitted as residents of the Union Printers Home and members of the armed forces of the United States and Canada who qualify for assessment exemption as provided in section 1 (j), article ix, constitution, or those who may engage in war work for the American Red Cross, or other similar accredited agencies shall have their priority and/or situations protected for such time as they are so engaged.

SEC. 8. Members of the Organized Reserve of the armed forces of the United States or the Dominion of Canada, or other such organizations, shall have their priority protected while serving tours of active duty with such organizations in time of peace: Provided, when a member's priority is protected under section 7 or 8 of this article, he shall be considered to have full time employment at another occupation and shall not be considered eligible for employment at the printing trade except with the permission of designated officers of the local union when all available substitutes have been hired and such members are eligible to cancel accumulated overtime of other members only when voluntarily granted.

SEC. 9. A foreman employed from outside the shop shall accumulate no priority standing during the period he continues as foreman.

SEC. 10. A member with established priority in an office may work for the same firm performing work other than mechanical duties without loss of priority in the composing room or mailing room.

ARTICLE XI—FIVE-DAY LAW; OVERTIME

SECTION 1. In all offices under union jurisdiction the unit of hours constituting a regular shift shall not exceed eight

and no subordinate union shall enter into a contract which provides for a workweek in excess of forty hours.

SAC. 2. No member performing mechanical work as journeyman shall be required, or permitted, to hold a situation composed of more than five days, or five nights, or combination of days and nights totaling more than five, within a financial week.

SAC. 3. Five shifts shall constitute a situation and all time worked in excess of five times the unit of hours constituting a regular shift shall be canceled by employment of a substitute as soon as one becomes available.

SAC. 4. Time worked in excess of the limits provided in the above sections shall accumulate as specified in section 10 of this article, and failure of a member to cancel such excess time when a competent substitute becomes available shall render the member subject to a fine of one day's pay at the scale of the union. Each shift the member fails to employ a competent substitute who is available shall constitute a separate offense.

SAC. 5. Members who do not limit themselves to five shifts within the financial week in accordance with the provisions of section 2 of this article shall be assessed a day's pay for each offense. Where the local union fails to apply the penalty the Executive Council shall levy an assessment of a day's pay against each member for each violation. Where the local union levies the fine it shall be paid into the local treasury. All fines assessed by the Executive Council as penalties for violations of this article shall be forwarded to the International Secretary-Treasurer. Members who fail, or refuse, to pay any sum levied by the Executive Council shall be suspended and lose all rights and benefits of membership.

SAC. 6. No reduction of the five-day workweek may be ordered by a local union, nor shall special assessment for out-of-work relief be levied by such union in excess of 3 per cent of earnings: Provided, That all proposals for special assessments must provide a specific date on which collection of such special assessment shall be discontinued.

OVERTIME

SAC. 7. Members required to work in excess of the unit of hours established as a regular shift must receive the overtime rate for all such excess time. The overtime rate shall be not less than one and one-half times the employee's hourly rate for the shift on which work is performed. Foremen performing executive or clerical work exclusively are not subject to the overtime laws. Foremen who do any mechanical work at any time are subject to the overtime laws. In extreme emergencies, such as fire, flood or disaster, the overtime rate may be waived by the subordinate union as the contracting party.

SAC. 8. Not less than time-and-one-half of the individual's hourly rate of pay shall be paid for any shift worked in excess of five within a financial week. When a member is

required to work on a regular off-day or off-night not less than the individual's overtime rate shall be paid for such work performed.

Sec. 9. When any situation holder accumulates overtime equal to the unit of hours established for a regular shift he shall engage a competent substitute as soon as one becomes available for the purpose of canceling such overtime: Provided, It shall not be mandatory that any situation holder cancel more than three days' accumulated overtime in any one financial week nor shall it be mandatory that any situation holder cancel accumulated overtime on a holiday which falls within the five-day workweek and for which premium pay is provided for by contract. Holidays or time lost through "begging off" shall not cancel overtime. When more than one substitute is available the one with the most accumulated shifts of overtime must be regarded as unavailable unless there is enough work to be given out by the office or situation holders to employ all substitutes: Provided, No substitute shall be restricted on either of the first two shifts for which he accepts work during a financial week, nor shall premium shifts be included in this calculation. A substitute cancels a shift of overtime on any day, up to five days, he does not work in a financial week. Any days worked in that week shall be deducted from said five days.

Sec. 10. Overtime shall accumulate indefinitely until it shall have accumulated to the extent of the unit of hours established for a regular shift unless canceled by the employment of a substitute: Provided, Subordinate unions shall specify the period, which shall not be less than sixty (60) days, overtime shall be accumulative after it reaches the unit of hours established for a regular shift as specified above in this section. It shall also be mandatory that each local union adopt laws requiring posting of overtime in all chapels under its jurisdiction and shall provide that overtime worked outside the place of regular employment must be posted in the chapel where priority is held or in the chapel where the member is most regularly employed in the event priority is not maintained in any particular chapel.

Sec. 11. Any member having accumulated overtime to give out who fails or refuses to employ an available competent substitute, or who attempts to evade the overtime law, shall be punished by a fine of not less than one day's pay for each offense. Where the records show violation or evasion the fine may be arbitrarily assessed. It is mandatory that local unions impose and collect the fine for which provision herein is made and with it compensate substitutes who suffer loss of employment through violation of sections 9 and 11 of this article.

Sec. 12. Where members work during a regularly scheduled vacation period and receive pay in addition to vacation pay for such time worked, such time worked shall be considered as overtime at the ratio of day for day and shall be laid off in accordance with the local and International laws governing overtime.

SEC. 13. In offices where preferred situations are added or reduced in priority order, local unions shall have authority to make regulations to accomplish the following purposes in the following order:

1. To meet contract requirements by making substitutes available to fill situations in the office in which they show for work, and to bar from the office, by order of the local union, any substitute who refuses to accept a situation he is competent to fill, for such period of refusal.

2. To determine equities as between members bearing the burden of overtime.

3. To cancel the priority standing of any substitute when he refuses a situation he is competent to fill and to provide that such substitute shall not be allowed to establish new priority in the office for a stated and continuous period not to exceed six months.

Such regulation shall not set aside the obligation of members to give out overtime, but may affect a substitute's availability for cancellation of overtime on specified shifts.

The regulations of a local union as above authorized shall be interpreted and applied or repealed by the local union and shall not be subject to appeal to the Executive Council or Convention.

ARTICLE XII—SUBLIST AND CONTROL OF WORK

SECTION 1. Establishing or maintaining situations composed of less than five shifts in offices which operate five, six or seven days, thereby creating and controlling extra work constitutes the operation of a sublist and is prohibited.

SEC. 2. Laying off a situation holder and employment of another member as extra to perform work to which the situation holder's priority and competency entitle him is prohibited.

SEC. 3. Violation or evasion by a foreman of either sections 1 or 2 of this article shall be reported by the chapel chairman to the president of the local union, and shall be punishable by a fine of \$25, which may be assessed by the president of the subordinate union. When such fine is levied it must be paid pending appeal to the subordinate union and the Executive Council. Any chapel chairman failing to report the violation of these sections shall be fined \$25.

SEC. 4. Sections 1, 2 and 3 shall be posted in all chapels and enforced by all unions under the jurisdiction of the International Typographical Union.

ARTICLE XIII—TYPE—STANDARD

SECTION 1. A subordinate union can not alter or amend the standard of type adopted by the International Typographical Union. The following is to be the alphabetical scale for the measurement of type cast on the point system: 12-point to 9-point, inclusive, 13 ems; 8-point and 7-point, 14 ems; 6-point, 15 ems; 5½-point, 16 ems; 5-point, 17 ems; 4½-point, 18 ems. All fonts exceeding the standard are to the benefit of the compositor, and no deductions or allowances

can be made owing to such excess. In considering whether a font of type is up to the standard, the letters to be measured are the lower case letters from a to z, inclusive, and these only—the twenty-six letters of the alphabet; and the letters c, d, e, l, a, m, n, h, o, t, s, and r shall be equal to at least one-half of such measurement. Where type shall be cast upon a larger body than the face (6-point face upon a 7-point body), it shall be measured as the face; or where it shall be cast upon a smaller body than the face (as 10-point face upon a 9-point body) it shall be measured as the body. Type cast in such a manner as practically to produce leaded matter without the use of leads shall be measured as type the next size smaller than the body in which it is cast.

ARTICLE XIV—PUBLIC LAW

SECTION 1. In circumstances in which the enforcement or observance of provisions of the General Laws would be contrary to public law, they are suspended so long as such public law remains in effect.

RESOLUTIONS

1957

1. That it is not contrary to the policy of the International Union for our members to refuse to patronize an establishment which has been declared "unfair, even though said establishment employs in part union men.
2. That the membership give its best endeavors toward persistent local label work.
3. That chairmen of offices under the jurisdiction of subordinate unions shall recognize the current working cards of traveling inspectors and repairmen of typesetting machine companies, in so far as may be necessary to permit of the repair or inspection of machines.
4. That the International Typographical Union recommend to the subordinate unions that wherever possible plots be secured in cemeteries for their locals to the end that the graves of our dead may be distinguished from other graves and that suitable shafts be erected on same.
5. That the membership of the International Typographical Union is urged to contribute annually on May 12 the sum of \$1.00 to the Home endowment fund; that all contributions be collected through regularly established dues collecting agencies; that all collections be deposited, without commissions of any kind, in the Home endowment fund, and the proper officers be required to include in their reports as at present the amounts added and the total amount of the Home endowment fund.
6. That the International Typographical Union protests and goes on record as being opposed to the vocational departments of our different public school systems competing in the commercial field and seeks the discontinuance of this very unfair trade practice.
7. That the International Typographical Union in convention assembled goes on record urging local Allied Printing Trades Councils, in localities where mailers' unions exist, to prohibit the use of the union label on publications and advertising circulars, on which mailers' work is to be performed by other than union mailers.
8. That those members whose records at I.T.U. Headquarters show them to have continuous membership in the I.T.U. for a period of not less than forty (40) years shall be eligible to receive recognition of such membership by the presentation to such members of a suitable emblem or jewel to indicate that the member has been in continuous good standing with this organization for at least forty (40) years. The Secretary-Treasurer of the I.T.U. shall keep a supply of these emblems on hand at all times for sale to local unions at cost. Presentation of these emblems shall be restricted to members

of the union only and cannot be conferred without authority of the Executive Council or granted to any member against whom charges are pending. The I.T.U. Executive Council is also empowered to sell such suitable emblem to those members of the I.T.U. whose records show they are entitled to such recognition. Also that the members of fifty (50), sixty (60) and seventy (70) years' continuous good standing be issued an emblem designating such continuous good membership in the same manner as above provided.

9. That locals affiliate with local Central Bodies and State Federations of Labor and Congress of Industrial Organizations.

10. That the 94th convention endorses the credit union idea and urges all Typographical Unions whose members are not now served by a credit union, take steps to set up a credit union to aid their members.

11. That local unions of the International Typographical Union be urged to set up committees whose desire and purpose will be to discuss and attempt to resolve the problems which affect in equal measure all crafts whose members are employed in the printing trades industry.

12. That the International Typographical Union recommends to all subordinate unions that the activities of joint apprenticeship committees be expanded to provide for the development of skills of journeymen and apprentices alike, enabling them to acquire the degree of proficiency necessary to perform all composing room and mailing room work and the preparation therefor.

CONVENTION LAWS

1957

ARTICLE I—CONVENTION

SECTION 1. The convention shall assemble at 9 o'clock A. M. on the first day of meeting, and afterward shall meet and adjourn at such times as may be fixed by a majority of the members present. The first convention session shall be opened with pledge of allegiance to the flag of the United States (Canadian members exempt).

SEC. 2. After the first day, the convention shall remain in session not less than six hours per day until such time as the business shall have been completed: Provided, The convention may, by majority vote, adjourn early for special occasions.

SEC. 3. The selection of place of meeting shall be held on the fourth day of the session at 11 A. M.; the nomination shall be made on the previous day; the vote shall be by printed ballot, the said ballots to contain the names of all the cities or towns put in nomination, the ballots to be distributed thirty minutes before election; the town or city voted for shall have a cross placed opposite its name; at 11 o'clock on the day of election the roll shall be called, and each delegate shall deposit his vote in a receptacle provided for that purpose; if a result is not reached on the first ballot, the town or city receiving the least number of votes shall be dropped, and balloting shall continue until a selection is made. All expenses of such election shall be borne by the International Typographical Union.

SEC. 4. No person other than duly elected delegates and officers and persons invited to do so by the President shall be accorded the privilege of the floor during the sessions of the International Union; except by unanimous consent of the convention; but, when requested a representative of the American Newspaper Publishers' Association, the Union Employers Section, Printing Industry of America, Inc., shall be heard on important changes in the laws affecting their interests.

SEC. 5. No printed matter shall be allowed to be distributed in any convention of this union unless it bears the union label.

SEC. 6. A majority of the members in attendance on the first day of any session of the International Typographical Union shall be necessary to form a quorum for the transaction of business on any day during the Convention.

COMMITTEES

SEC. 7. As soon as practicable after the election of delegates to the International Typographical Union by subordinate unions, and at least thirty days before the meeting of

the convention, the President or President-elect who will preside at the convention shall appoint a committee on laws, to be composed of seven delegates-elect. To this committee the Executive Council shall submit such information, data and propositions as shall be deemed necessary to amend and improve the Constitution, Bylaws and General Laws. It shall be competent for any subordinate union, or delegate-elect, to submit such information, data or proposition.

Sac. 8. The committee shall meet at the city where the International Union is to convene at least five days before the beginning of the session, and shall proceed simultaneously to consider all such information, data and propositions. It shall submit a printed report in full of all propositions favorably acted upon and the full text of all propositions adversely acted upon. To this committee all amendments submitted during the session shall be referred without debate. It shall have leave to sit during the session, and shall have the right to report at any time to the convention.

Sac. 9. The credentials of the above committee shall be passed upon by the Executive Council.

Sac. 10. The President shall, immediately after the roll call on the first day of the convention, appoint the following standing committees:

(a) A Committee on Returns and Finances.—To which shall be referred for review the report of the Secretary-Treasurer. This committee shall make an examination of the financial status of the International Union and shall inspect and report upon all checks, drafts and other assets of the organization in the hands of the Secretary-Treasurer, as shown by his report. To this committee shall be referred all propositions involving an expenditure of money that are presented during the session of the convention.

(b) A Committee on the Union Printers Home.—To whom shall be referred all business relating to the Home.

(c) A Committee on Subordinate Unions.—To whom shall be referred all petitions, memorial, and communications from said unions, and such other matters as this union may direct.

(d) A Committee on Miscellaneous Business.—To whom shall be referred all business not otherwise provided for.

(e) A Committee on Appeals.—Provided no objections are entered. If objections be raised, the convention shall then vote on the question, "Shall the President appoint a committee on appeals to be composed of seven members of the body?" A majority vote shall decide the question. If the decision be in the affirmative the President shall appoint the committee. In event the action taken is in the negative, the convention shall nominate and elect the committee. To this committee shall be referred all appeals from decisions of the Executive Council that are properly submitted, as is provided in the laws of this organization. The committee shall carefully examine the evidence brought before it, and report a resolution sustaining or dismissing the appeal.

Sac. 11. The above-named committees shall consist of such number of delegates, not less than seven, as to the President may appear advisable, and the first-named member of such committee shall be the chairman.

Sac. 12. Special committees shall be appointed only when it becomes necessary to relieve standing committees, or advisable when proposed legislation requires more time for examination and consideration than the standing committee can devote thereto. Each special committee shall consist of such number of delegates, not less than seven, as to the President may appear advisable, and no delegate shall be appointed on such committee unless present at the meeting at which the appointment is made.

Sac. 13. Every officer of the International Union shall put in draft form all proposed legislation that may be recommended in his address or report, and lay such draft before the proper committee.

Sac. 14. Every committee to whom is referred any resolution, draft, or amendment of a law, or any amendment or alteration of the Constitution, Bylaws, or General Laws shall report back the full text of the same, with such amendments thereto, or substitute therefor, as said committee may deem needful for perfecting such proposed legislation.

Sac. 15. Every committee to whom is referred, with or without instruction, any communication, report or address or parts thereof, containing recommendations, suggestions, or requests for or of legislation, shall draft in proper form the subject matter to be proposed, as made known in said address, report or communication, and report the same to the union.

Sac. 16. A majority of a committee shall constitute a quorum for the transaction of business.

Sac. 17. All reports of committees shall be presented in writing and signed by the members offering the same.

Sac. 18. Committees shall have authority to indicate what argument or data submitted shall be printed in the daily proceedings or minutes.

Sac. 19. The International Union, in convention assembled, calls to the attention of the executive the importance of giving to the smaller unions a fair and equitable apportionment of the appointment of committees.

ARTICLE II—STANDING RULES

*ORDER OF BUSINESS

1. Roll Call and Reading of the Minutes.
2. Reports of Standing Committees.
3. Reports of Select Committees.
4. Petitions, Memorials, Correspondence, etc.
5. Resolutions, Motions, Notices.
6. Unfinished Business.

THE PRESIDING OFFICER

1. The presiding officer shall take the chair at the time appointed for the union to meet, and immediately call the members to order; and, at the instance of ten members, may order the attendance of absent members who are in the city where and at the time the meetings are held.

2. The presiding officer is empowered to and shall preserve order and decorum; and if any member transgresses the rules, the presiding officer shall, or any member may, call him to order, in which case the member called to order shall immediately resume his seat until the point of order has been decided by the presiding officer, or, if appealed, by the union.

3. The presiding officer shall have the right to decide all questions of order, subject to an appeal to the union.

4. The presiding officer shall appoint all committees, unless otherwise ordered by the union.

THE MEMBERS

5. When a member is to make a motion or to speak to the question, he shall rise in his seat and respectfully address the presiding officer; when recognized, he shall give his name and union, and shall confine himself to the question under consideration.

6. No member shall speak more than twice on any question, nor more than ten minutes at any one time, without consent of the union.

7. Any member may call for a division of the question when the same will admit thereof.

8. Every member present shall vote on a question when put, unless the union, for special reasons assigned, shall excuse him.

9. No member shall leave the room during the sessions of the union without the permission of the presiding officer.

MOTIONS

10. When a motion is made and seconded it shall be deemed to be in possession of the union and shall be stated by the presiding officer; or, being in writing, shall be delivered to the Secretary and read previous to debate.

11. After a motion is stated by the presiding officer, or read, it may be withdrawn by the mover, at any time previous to an amendment or final decision, by consent of the union.

12. When a question is under debate, no motion shall be received but to adjourn; to lay on the table; for the previous question; to postpone to a certain day; to commit, or to amend—which several motions shall have precedence in the order in which they stand arranged. The motion for adjournment shall always be in order; that and the motion to lay on the table shall be decided without debate.

13. A motion for the "order of the day" shall take precedence of all other business, except a motion to adjourn or a question of privilege.

14. When a motion or question has once been put and carried, it shall be in order for any member who voted in the majority to move for a reconsideration thereof; but a motion to reconsider, having been put and lost, shall not be renewed.

15. No motion to amend the minutes, by striking out words or sentences, shall be admissible, unless they contain some error of fact or grammar.

16. All motions and resolutions, unless merely affecting the order of business, shall be submitted in writing.

17. A motion to suspend the rules must receive the concurrence of two-thirds of the members present, and shall be decided without debate.

18. All motions, resolutions, recommendations or decisions of the executive officers that are sustained, intended to be mandatory, and amendments to or alterations of the Constitution, Bylaws or General Laws, must be drafted in proper form by party or committee submitting them, stating article or section to be amended.

COMMITTEE AS A WHOLE

19. On going into the committee of the whole, the presiding officer shall name some member to act as chairman of the committee, who shall occupy the chair and conduct the business while in committee.

20. When the committee is ready to report, the chairman shall take the floor (the presiding officer resuming the chair) and make known in proper form the action or result arrived at by the committee, and the same shall be entered upon the minutes of the union.

THE QUESTION AND VOTE

21. All questions, unless otherwise provided for, shall be put in or near this form: "As many as are in favor of (as the case may be) say Aye; those opposed, No," and in doubtful cases the President may direct, or any member call for, a division.

22. A motion for the previous question shall not be entertained unless seconded by twenty-five members of the union and shall be decided without debate.

23. When so made, the question shall be put in these words: "Shall the main question be now put?" and if decided in the affirmative, shall preclude all further amendment and debate of the question. When there shall be pending amendment, the question shall first be taken upon the amendments in their order, and then on the main question.

24. In filling blanks, the largest sum and the longest time shall be put first.

25. The ayes and noes shall be taken and recorded upon any question before the union upon the call of twenty-five members, but such call shall not preclude amendments before the main question is put.

26. While the Secretary is calling the ayes and noes, the members shall vote inside the bar; and it shall not be in

order for any member to explain his vote during the call, unless unanimous consent of the union be given.

27. All questions, unless otherwise provided for, shall be decided by a majority of the votes cast.

MISCELLANEOUS

28. All resolutions, petitions, memorials, etc., shall be referred to their appropriate committees without debate, except in cases where there is no opposition to their immediate consideration.

29. To impugn the motives of officers, members or committees, or to use reviling or degrading language toward them or the union, shall be considered a breach of order, and punishable by such discipline as the union may see fit to impose.

30. At each annual convention the Secretary-Treasurer shall read to the convention a list of former delegates who have died while in good standing in the union whose names have not previously been added to the list of deceased ex-delegates and of whose demise he has been notified by local unions or by delegates to the convention prior to August 1. No objection being made the names of deceased ex-delegates so read shall be added to the list of deceased ex-delegates and the convention shall arise and remain standing for one minute as a tribute of respect to its former members.

31. In the absence of a standing rule, reference shall be had to "Robert's Rules of Order" as the guide of the union.

ARTICLE III—ALTERATION OF CONVENTION LAWS

SECTION 1. These convention laws may be amended by a two-thirds vote of the members present at any session of the annual convention, and as amended may, if so directed, become effective immediately. Any amendment shall first be referred to the Committee on Laws and printed in the daily proceedings. The Committee on Laws shall act and report on such a proposal as early as possible.

THE UNION PRINTERS' HOME

1957

CHARTER

KNOW ALL MEN BY THESE PRESENTS: That we, August Donath, of the city of Washington, in the District of Columbia; John D. Vaughan, of the city of Denver, in the state of Colorado; William S. McClevey, of the city of Indianapolis, in the state of Indiana; James J. Dalley, of the city of Philadelphia, in the state of Pennsylvania; Edward T. Plank, of the city of San Francisco, in the state of California; Columbus Hall, of the city of Washington, in the District of Columbia; Frank S. Pelton, of the city of Chicago, in the state of Illinois; Amos J. Cummings, of the city of New York, in the state of New York; William Almison, of the city of Nashville, in the state of Tennessee; William H. Parr, of the city of Toronto, in the Dominion of Canada; Will Lambert, of the city of Houston, in the state of Texas, and James G. Woodward and George W. Morgan, both of the city of Atlanta, in the state of Georgia, being all and the survivors of all the members and original incorporators of The Union Printers Home, a corporation organized heretofore, to-wit: on the twenty-fourth day of September, A. D., 1890, under and in accordance with the laws of the state of Colorado, providing for the organization of corporations for non-profitable purposes, do hereby make, execute and acknowledge in this certificate of writing, all pursuant of the recommendation of the Board of Trustees of said corporation by resolution expressed, our intention so to alter and amend the articles of incorporation of said The Union Printers Home, to the end that its objects shall be more fully defined and its purposes more economically and prudentially executed and administered as that:

First—The corporate name and style of the corporation shall be The Union Printers Home.

Second—The objects and purposes for which said corporation is formed are to provide and maintain a home for afflicted and aged and infirm union printers, and to procure and furnish such means, care and attention as may be required for the comfort and treatment of persons domiciled at said Union Printers Home, reserving to the Board of Trustees thereof the management and control of said Union Printers Home and the power to exclude therefrom persons suffering from such diseases as said Board of Trustees may deem it inexpedient to admit, contemplating the suppression of vice, and immorality, the advancement of skill, order and health, and the promotion of industry and happiness among and in the craft of printers to provide for the support, care and maintenance of families of persons then or therefore domiciled at said Home; to receive devises and bequests and

to accept and execute trusts not inconsistent with its objects and purposes.

Third—The membership of said corporation shall at no time exceed seven. No person shall be eligible to membership therein except members in good standing of the International Typographical Union. The eligibility of candidates for membership in this corporation shall be determined by the members thereof at their annual meetings, or at any other meeting called for that purpose: Provided, however, That no candidate shall be considered except he shall have been recommended by the International Typographical Union, and in considering such candidate priority shall be given in the inverse order of the recommendations. Existing vacancies in the membership, whether caused by death, resignation or otherwise, shall be filled at the meeting of members first succeeding the occurrence of such vacancy.

Fourth—The prudential affairs of said corporation shall be managed and controlled by a Board of Trustees having seven members. The Board of Trustees may make bylaws and from time to time may alter, amend or repeal any bylaws. Standing or special committees may be appointed as provided by the bylaws, and such committees shall have and may exercise such powers as shall be conferred or authorized by the Board or by the bylaws.

Fifth—Such of the original incorporators of said corporation as may not be herein named as succeeding members shall be deemed to have resigned, and it is now hereby agreed and declared that such succeeding members shall be and are: August Donath, James J. Dailey, Frank S. Pelton, Edward T. Plank, W. S. McClevey, Columbus Hall, James G. Woodward.

Sixth—The names of the members of said Board of Trustees who have been selected to act as such during the first year of the existence of said corporation under these amended articles of incorporation are: August Donath, James J. Dailey, Edward T. Plank, Frank S. Pelton, William S. McClevey, Columbus Hall and James G. Woodward.

IN TESTIMONY WHEREOF, We have hereunto set our hands and seals this 19th day of April, A. D. 1892.

*Signed, sealed and
delivered in pres-
ence of:*

AUGUST DONATH,	[Seal.]
JOHN D. VAUGHAN,	[Seal.]
WILLIAM S. MCCLEVEY,	[Seal.]
JAMES J. DAILEY,	[Seal.]
EDWARD T. PLANK,	[Seal.]
COLUMBUS HALL,	[Seal.]
FRANK S. PELTON,	[Seal.]
AMOS J. CUMMINGS,	[Seal.]
WILLIAM AIMEISON,	[Seal.]
W. H. PARR,	[Seal.]
WILL LAMBERT,	[Seal.]
JAMES G. WOODWARD,	[Seal.]
GEORGE W. MORGAN,	[Seal.]

CONSTITUTION

1937

ARTICLE I

The name of this corporation is THE UNION PRINTERS HOME.

ARTICLE II

This corporation is formed to provide and maintain a home for invalid and aged and infirm members in good standing of the International Typographical Union of North America, a voluntary association (unincorporated) whose principal office is located in the city of Indianapolis, in the state of Indiana, and to procure and furnish such means, care and attention as may be required for the comfort and treatment of persons domiciled at said Union Printers Home, reserving to the Board of Trustees thereof the power to exclude therefrom persons suffering from such diseases as such Board of Trustees may deem it inexpedient to admit, contemplating the suppression of vice and immorality, the advancement of skill, order and health, and the promotion of industry and happiness among and in the craft of printers.

ARTICLE III

The domicile of this corporation shall be at the Home by it maintained at the city of Colorado Springs, in the state of Colorado, but its principal executive office shall be at the city of Indianapolis, in the state of Indiana.

ARTICLE IV

This corporation shall have a perpetual existence.

ARTICLE V

The membership of said corporation shall at no time exceed seven. No person shall be eligible either to election to membership or to the retention of membership therein except members in good standing of said International Typographical Union. The eligibility of candidates for membership in this corporation shall be determined by the members thereof at their annual meetings or at any other meeting called for that purpose: Provided, however, That no candidate shall be considered except he shall have been recommended by said International Typographical Union, and in considering such candidates priority in filling vacancies shall be given to the candidate receiving the highest number of votes in the referendum election for nominees of the International Typographical Union for the office of trustee of the Union Printers Home. Provided, further, Members who are re-elected shall have priority to succeed themselves over other nominees. Existing vacancies in the membership, whether caused by

death, resignation or otherwise, shall be filled at the meeting of members first succeeding the occurrence of such vacancy. Any member of this corporation may be expelled for ineligibility, or for the commission of an indictable offense, or for violation or willful disregard of his duties of membership. Such expulsion may be effected by a two-thirds vote of any regular meeting or at any special meeting called for that purpose, at which a quorum is present in person or by proxy.

ARTICLE VI

This corporation may, by its proper officers, accept property, real, personal or mixed, in trust, and pursuant of such acceptance may act as trustee: Provided, however, That no trust shall be accepted nor shall any act as trustee be done, inconsistent with the objects and purposes for which this corporation was created, or which would divert said corporation from the proper administration of its affairs.

ARTICLE VII

The powers and duties of officers, the manner of creating or filling vacancies in the membership or in any office or on any board or committee; the time and place of meetings and the method of procedure thereat, and all other matters pertinent to the management and control of the affairs of said corporation not herein provided for shall be prescribed by the bylaws.

ARTICLE VIII

No alterations or amendments shall be made in this constitution except at a regular meeting of the members or at a special meeting called for that purpose, and after one month's notice in writing has been given to each member of the substance of the proposed change. No change shall be made except by a two-thirds vote of any competent meeting, at which a quorum is present in person or by proxy.

BYLAWS

1957

ARTICLE I—MEMBERSHIP

SECTION 1. It shall be the duty of each member of this corporation to preserve his good standing as a member of the International Typographical Union of North America, a voluntary association (unincorporated), whose principal office is located at the city of Indianapolis, in the state of Indiana, to comply with its orders and regulations, and to discharge faithfully his duties and obligations thereto, for as much as this corporation is sustained by the members of that union, and for as much as the objects and purposes of the two bodies are similar to this, to-wit: That each contemplate the suppression of vice and immorality, the advancement of skill, order and health, and the promotion of industry and happiness among and in the craft of printers.

Sac. 2. Any member of this corporation who shall have ceased to be a member in good standing of said International Typographical Union, or who shall have otherwise become liable to expulsion from this corporation, shall forthwith, upon the occurrence of such delinquency, be notified in writing of the fact by the Secretary of the corporation, or if he be disqualified by interest or refuse to act, then by any member of the Board of Trustees. Such notice shall call for the resignation of such delinquent member. If the member so notified be not within thirty days thereafter heard from, he shall be deemed to have resigned, and the proper officer of the corporation shall thereupon enter on record in the books of the corporation the fact of such resignation, and shall forthwith proceed as hereinafter provided for the filling of vacancies. But if such delinquent member upon being so notified shall answer that the charges against him are not true or that he refuses to resign, then he may be expelled from membership as hereinafter provided.

Sac. 3. Expulsion of a member shall be by a two-thirds vote of any regular meeting, or any special meeting called for that purpose, at which a quorum of members is present in person or by proxy. Any member who believes that any other member has by misconduct become liable to expulsion shall, as a privileged communication, report in writing his reasons for such belief to the Secretary, or if the Secretary be the person who is so delinquent, then to the several members. If the Secretary, or otherwise a majority of the members, deem the reason so stated sufficient to warrant an investigation, the person so accused shall be notified of the substance of the charge made, and shall be requested to resign, or, upon refusal, to be prepared to make his defense against the charges at a time and place to be in said notice named: Provided, however, That thirty days' time be given between the filing

of charges and the investigation thereof. At such meeting the charges made and the answer of the accused shall be fully investigated. Upon the conclusion of such investigation a vote shall be taken on the question, "Have the charges made been sustained?" If the requisite vote be cast in the affirmative, the accused shall thereby be deemed expelled. The proceedings of meetings as to the expulsion of members shall be strictly private and all communications made thereat shall be privileged.

Sec. 4. Each person upon his election to membership in this corporation, and as a condition precedent to his competency to enter upon the discharge of his duties as such, shall appear before some person qualified by law to administer oaths, and make and subscribe to the following obligation, to-wit:

I, of the city of
in the state of do solemnly swear that I will support the Articles of Incorporation, the Constitution and Bylaws and all orders, rules and regulations of The Union Printers Home; that I will faithfully discharge the duties of any office or position to which I may be called as a member of said corporation; that at the expiration of my term of membership I will render to said corporation my resignation as such member and will surrender to said corporation at the same time all property, rights and things to it belonging and in my possession or under my control that at any time during my incumbency in any office or position in said corporation I will, when called upon so to do by any authorized officer or agent, make a detailed report of the condition of any or all matters in my keeping or under my control, and that I will furnish every facility within my power for the verification of such report by the inspection of books and papers or otherwise as may be required.

Any breach of this obligation, shall be deemed unlawful and for any damage sustained thereby on the part of said corporation or any person interested as cestui que trust in any property by it held, I agree that judgment may be taken against me in any court of competent jurisdiction, collectible with attorney's fees and without the benefit of exemption and without relief of valuation or appraisement laws.

Before me, in and for the city of
in the county of, and state of
personally came the above-named
and voluntarily made and subscribed to the foregoing obligation.

Witness my hand and official seal this day of
A. D. 19.....

(Official character)

Such obligation, when executed, shall be forthwith forwarded to the Secretary of the corporation, who shall, upon

receipt thereof, issue to such member a certificate of membership, which shall entitle the person therein named to assume the duties of membership in said corporation.

ARTICLE II—MEETINGS

SECTION 1. The fiscal year of the corporation shall end annually on the first Saturday after the first Monday in November, and on that day the annual meeting of the members shall be held at such hour as shall be named in the notice thereof. Such meetings shall be held for the purpose of receiving and acting on the annual reports of officers, of electing new members and officers and of transacting such other business as may properly come before the meeting.

SEC. 2. Special meetings of the members may be called at any time by the President, or by any three members, on thirty days' notice in writing being given to each member. A copy of such notice, mailed to each member at his place of residence, as shown by the Secretary's books, shall be deemed sufficient notice. The notice of call of each meeting, except regular meetings, shall state the substance of such business as may come before said meeting, and no business shall be transacted at such special meeting except it shall have been so stated.

SEC. 3. All votes shall be by ballot.

SEC. 4. At meetings of the members the order of business shall be as follows:

First—Roll call of (1) officers and (2) members.

Second—Reading and correcting minutes of last meeting.

Third—Communications.

Fourth—Reports of officers.

Fifth—Reports of standing committees.

Sixth—Reports of special committees.

Seventh—Unfinished business.

Eighth—New business.

Ninth—Election of (1) members and (2) officers.

Tenth—Installation of (1) members and (2) officers.

Eleventh—Adjournment.

SEC. 5. The Board of Trustees of The Union Printers Home shall meet annually at The Union Printers Home in Colorado Springs, Colorado, on such date as they may select, all expenses of said meeting to be defrayed from The Union Printers Home Fund. The mode of procedure herein prescribed as to meetings of members of the corporation shall govern in the meetings of the Board of Trustees and all committees in so far as it may be applicable.

ARTICLE III—OFFICERS

SECTION 1. There shall be elected by the members of the corporation a Board of Trustees of seven members, who shall manage the prudential affairs of the corporation, and be the supreme authority in all matters of administration. At the

first election three of said Trustees shall be elected for the term of one year, two for two years and two for three years. As said terms respectively expire, successors shall be elected for terms of three years, except in cases of filling an unexpired term; then the election shall be for such time as the original incumbent would have served. Said board shall organize by electing annually a President, a Vice-President, and a Secretary-Treasurer, who shall hold their respective offices until their successors are elected and qualified.

PRESIDENT

Sac. 2. It shall be the duty of the President to preside at the meetings of members and of the Board of Trustees and to preserve order therein; to enforce compliance with the Articles of Incorporation, the Constitution and Bylaws, and all orders and regulations of the corporation; to call special meetings of the corporation when requested in writing so to do by two-thirds of the members; and to see that all property of the corporation or in its control is properly cared for. He shall see that all moneys belonging to the corporation are properly deposited in responsible banks, in the name of the corporation, as such, and money shall be drawn from such fund only by check signed by the President and Secretary-Treasurer of the corporation.

He shall appoint all committees and shall be *ex officio* a member thereof. He may suspend any officers or agent of the corporation, pending action of the Board of Trustees or of the members, as the case may be, if, in his judgment, the welfare of the corporation requires such action. He shall annually appoint the following standing committees of the Board of Trustees, to consist of three members each: Finance, Admission and Rules; and one member of the Executive Committee, who, with the President and Secretary-Treasurer, shall constitute that committee. He shall do all such other acts as are ordinarily incumbent upon the chief executive officer of a corporation.

VICE-PRESIDENT

Sac. 3. In the event of the death or resignation of the President, or his inability or failure to perform his duties, the Vice-President shall perform all the duties and have all the powers of the President.

SECRETARY-TREASURER

Sac. 4. The Secretary-Treasurer shall keep the records of the corporation. He shall record in books kept for that purpose the names and postoffice addresses of the members of the corporation, the dates on which they were respectively elected, the names of officers and committees and the proceedings of meetings of the members and the Board. The Secretary-Treasurer shall have the custody of all moneys belonging to the corporation and of all certificates of loan or other evidences of investments, which he shall exhibit once a year, or oftener, if required by the President, or by the Board of Trustees; he shall, under the direction of the President,

deposit all funds in some responsible bank or banks, in the name of the corporation, and shall procure interest thereon when possible and cover the same into the treasury of the corporation; he shall disburse moneys only by check signed by the President and the Secretary-Treasurer; he shall keep a full and correct account of all moneys received and of all moneys disbursed; he shall pay only such bills as are approved by the Finance Committee or the President; he shall give a bond to the corporation from a solvent guarantee company in the sum of \$25,000, and shall, as to each separate fund or property held in trust by the corporation, give a bond to the Board of Trustees, as trustees for such fund or property, in such sum as the instrument creating such trust shall direct. All bonds shall be conditioned for the faithful performance of his duties. The Secretary-Treasurer shall also furnish the Board with a monthly statement of receipts and disbursements, and shall also publish the same each month in The Typographical Journal. He shall perform such other duties as are ordinarily incumbent upon the Secretary-Treasurer of a corporation or board of trustees.

EXECUTIVE COMMITTEE

Sac. 5. The Executive Committee shall have power to do any acts relating to the affairs of the corporation which the Board of Trustees could lawfully do, and which the Board of Trustees may entrust to said committee. It may meet from time to time, and may adjourn from place to place as it thinks proper for carrying into effect the purposes of its appointment.

FINANCE COMMITTEE

Sac. 6. The Finance Committee shall audit all accounts and claims and shall in writing report upon the feasibility of all contemplated expenditures of an extraordinary character.

ADMISSION COMMITTEE

Sac. 7. The Admission Committee shall, before any action is taken on any application for membership in the corporation or for admission to any institution or place under the control of this corporation, examine the qualifications of the applicant, and if such person be ineligible in the opinion of the committee, the application shall be rejected, but the right of appeal shall lie to the Board of Trustees from any decision of the committee.

COMMITTEE ON RULES

Sac. 8. The Committee on Rules shall have the powers and perform the duties ordinarily incumbent upon judiciary committees. It shall act co-ordinately with the Solicitor of the corporation in all matters referred to it by the President or Board of Trustees, or any other committee thereof. It shall prescribe the rules for the government of servants of the corporation and for the conduct and behavior of persons admitted to any institution or place under the control of the corporation.

ARTICLE IV—SERVANTS OF THE CORPORATION

SECTION 1. The President shall, with the concurrence of the Board of Trustees, appoint a Superintendent and Matron for each institution under the management and control of the corporation, who shall reside upon the premises and who shall not be discharged except for cause and with the concurrence of the Board of Trustees. The Superintendent shall purchase all supplies needed by the institution and shall keep an account thereof; he shall make a detailed report each month to the Finance Committee. The Matron shall have charge of the household duties of the Home; she shall procure all needed supplies from the Superintendent, keeping a correct account thereof and reporting monthly to the Finance Committee. The compensation of the Superintendent and Matron shall be fixed by the Board of Trustees.

SEC. 2. The President may annually appoint a Solicitor, who shall attend to the legal business of the corporation.

ARTICLE V—ADMISSION OF RESIDENTS

SECTION 1. Every application for admission into any institution under the management and control of this corporation shall be made in writing, setting forth the name, age and residence of the applicant, and such other information as the Committee on Admission may require, contemplating the competency of such person to share in the benefits and resources of the fund or trust to which his application is directed. All nominations shall be received by the Secretary and recorded in the order of presentation in a book kept for that purpose, and shall be referred upon receipt to the Committee on Admission, upon whose favorable report the application shall be accepted and the applicant admitted.

SEC. 2. Each candidate for admission shall make application through the subordinate union of said International Typographical Union of which the applicant may be a member in good standing. Each application shall be endorsed by the president and secretary of the subordinate union to which the candidate belongs, and the seal of the union shall be attached thereto.

ARTICLE VI—REORGANIZATION OF THE CORPORATION

Whereas, There has of recent date been a reorganization of this corporation, made pursuant of a resolution adopted by the Board of Trustees of The Union Printers Home, as organized on the 24th day of September, A. D. 1890, which resolution was as follows, to-wit:

Whereas, It has been reported to this corporation by its Solicitor that a reorganization is requisite in order to accomplish more readily and economically the purposes for which the corporation was formed; and,

Whereas, It is desirable that this corporation be competent to execute trust consistent with its own purposes; therefore be it

Resolved, That steps be taken forthwith to reorganize this corporation, to the ends following, to-wit:

First—That the number of members of the corporation be reduced from thirteen to seven.

Second—That a Board of Trustees be created with power to manage and control the prudential affairs of the corporation, and with authority to delegate duties to competent committees to the end that the administration of the affairs of the corporation may be attended with less expense.

Third—That the corporation be made competent to accept and execute trusts consistent with its own purposes.

Fourth—That such other functions and duties may be defined and assumed as are consistent with the general design of the corporation, and as were contemplated in its original organization, but defectively provided for; and

Whereas, At the time of said reorganization and as a means of effecting the same, the following named persons resigned their membership therein and released and surrendered all their rights, privileges, benefits and advantages thereunto appertaining, to-wit: John D. Vaughan, Amos J. Cummings, George W. Morgan, Will Lambert, William Aimison, William H. Parr.

Now, Therefore, Be it resolved and enacted as a bylaw of this corporation, that all the acts of and essential to said reorganization, on the part of said John D. Vaughan Amos J. Cummings, George W. Morgan, Will Lambert, William Aimison, William H. Parr, and of said The Union Printers Home as originally incorporated by, and the same as hereby in all respects confirmed, ratified and adopted by this corporation as the acts of this corporation, and that any and every liability of said parties on account of such reorganization be and the same are hereby assumed by this corporation.

ARTICLE VII—THE HOME AT COLORADO SPRINGS

Whereas, The members of the International Typographical Union of North America have, by their individual efforts and with their separate means, procured land for the required site therefor, and the erection and construction at Colorado Springs, in the state of Colorado, of an institution or home for invalid and aged and infirm members, in good standing, of the said International Typographical Union; and

Whereas, The said members have in like manner and by like means provided an endowment for said institution or home, by which the same may be maintained and supported; and,

Whereas, The objects and purposes of said International Typographical Union and of this corporation are similar and alike in this, to-wit: That each contemplates the suppression of vice and immorality, the advancement of skill, order and health, and the promotion of industry and happiness among and in the craft of printers; and

Whereas, This corporation is supported and maintained by the members of said International Typographical Union; and,

Whereas, Said institution or Union Printers Home at Colorado Springs is now completed and ready for occupancy and

the equitable title thereto is vested in trustees of the members of said union; and,

Whereas, With the belief that said Union Printers Home could be more economically and prudentially managed by this corporation than by the members of said union, who are of great number and widely scattered over the United States and Canada, it has been proposed that this corporation take in trust for said members the title to said Home.

Now, Therefore, Be it resolved and enacted as a bylaw of this corporation, that the deed of trust for said land, executed on the 17th day of May, A. D., 1892, to this corporation be, and the same is hereby accepted, and this corporation, pursuant of such acceptance, undertakes to act as trustee in carrying out the trust by said deed created and which is expressed in the words and figures following, to-wit:

"This Deed, Made this seventeenth day of May, in the year of our Lord one thousand eight hundred and ninety-two, between Edward T. Plank, William S. McClevey and Columbus Hall, as trustees for the International Typographical Union of North America, a voluntary association (unincorporated), whose principal office is located at the city of Indianapolis, in the state of Indiana, parties of the first part, and The Union Printers Home, a corporation organized under and by virtue of the laws of the state of Colorado providing for the organization of corporations for non-profitable purposes, party of the second part.

"Witnesseth, That the said parties of the first part, by virtue of the authority in them confided as said trustees, and in consideration of the conditions and the trust and confidence hereinafter recited, defined and declared.

"Have granted, bargained, sold and conveyed and by these presents do grant, bargain, sell and convey and confirm unto the said party of the second part as said trustee, to its successors and assigns forever, all the following described lots and parcels of land situate, lying and being in the county of El Paso, in the state of Colorado to-wit: The west half of the southwest quarter of section sixteen (16), township fourteen (14) south, range sixty-six (66) west, containing eighty (80) acres, more or less, together with all and singular the hereditaments and appurtenances thereto belonging or in any wise appertaining and the reversion and reversions, remainder and remainders, rents, issues and profits thereof and all the estate, right, title, interest, claim and demand whatsoever of said parties of the first part, or either of them, either in law or in equity of in and to the above-bargained premises with the hereditaments and appurtenances.

"To have and to hold the said premises above bargained and described with the appurtenances unto the party of the second part as said trustees, its successors and assigns forever:

"Provided, always, And this conveyance is made upon the express condition of the performance of the trust and confidence herein and hereby declared, as follows, to-wit:

"Whereas, The members of the said International Typographical Union of North America have by their individual efforts and with their separate means procured the above-described land for a situs, and the erection and construction thereon of an institution or home for invalid and aged and infirm members in good standing of the said International Typographical Union; and,

"Whereas, The said members have in like manner and by like means provided an endowment for said institution or home by which the same may be maintained and supported; and

"Whereas, The object and purpose of said International Typographical Union and of said grantee herein, viz.: The Union Printers Home, are similar and alike in this, to-wit: That each contemplates the suppression of vice and immorality, the advancement of skill, order and health, and the promotion of industry and happiness among and in the craft of printers; and,

"Whereas, Said institution or home is now completed and ready for occupancy and the title thereto is vested in trustees of the members of said union; and,

"Whereas, Said home could be more economically and prudentially managed by said The Union Printers Home than by the members of said International Typographical Union, who are of great number and widely scattered over the United States and Canada.

"Now, Therefore, To obtain and secure these desirable ends, and for no other purpose, this deed of conveyance is executed, vesting in said corporation, as trustee, the title of and to said real estate:

"First—Out of and with funds provided by the said International Typographical Union of North America the said party of the second part shall supply said institution or home with plain and suitable furniture, apparatus and all other matters needful to carry the general design of this trust into execution.

"Second—After said institution or home shall have been supplied with plain and suitable furniture, apparatus and all other matters needful to carry into execution the general design of this trust, the unexpended residue of the endowment provided by said International Typographical Union and the income, issues and profits thereof, together with any income, issues and profits arising from and out of the sale or lease of any part of the above-described land shall be applied to maintaining the said institution or home according to the directions herein.

"Third—Forthwith upon said party of the second part entering into possession under this deed, the Treasurer of said corporation shall execute to said corporation his good and sufficient bond in the penal sum of \$25,000, lawful moneys of the United States, conditioned upon the faithful performance of his duties as such Treasurer in caring for the funds and property of this trust which may come into his possession. Such bond shall be executed in compliance

with the laws of the state of Colorado and shall be construed according to said laws. Annually thereafter said Treasurer shall in like manner execute a similar bond: Provided, however, That the penal sum of any subsequent bond so given shall be in such amount as said corporation by its proper officers may direct.

"Fourth—That said institution or Union Printers Home shall be organized as soon as practicable by the selection of competent officers and servants, and to accomplish that end more effectually due notice of the intended opening shall be given.

"Fifth—A competent number of officers, physicians and surgeons, nurses, servants, and other necessary agents shall be selected, and when needful their places from time to time be supplied. They shall receive adequate compensation for their services; but no person shall be employed who shall not be of tried skill in his or her proper department, of established moral character, and in all cases persons shall be chosen on account of their merits and not through intrigue or favor: Provided, however, Nothing herein shall prevent any resident of said Union Printers Home from rendering such gratuitous service as he may be able and willing to render.

"Sixth—As many invalid and aged and infirm members of said International Typographical Union as the endowment shall be adequate to maintain in said Union Printers Home shall be introduced into The Union Printers Home as soon as possible, and from time to time as there may be vacancies or as increased ability from income may warrant, others shall be introduced.

"Seventh—On the application for admission an accurate statement shall be taken in a book prepared for the purpose, of the name, birthplace, age, health, condition as to relations, place from which sent, and other particulars useful to be known of such persons admitted.

"Eighth—No person shall be admitted as a resident of said Union Printers Home, except members in good standing of said International Typographical Union of North America, and such eligibility shall be determined by the proper authority of said corporation upon the facts presented in the application for admission: Provided, however, That in case of emergency, the President of the corporation may, on proper showing of urgency, admit an applicant to said Union Printers Home, pending investigation of the eligibility of said applicant to share the bounty of this trust: And provided, further, That the power be and is hereby reserved to the Board of Trustees of said The Union Printers Home to exclude therefrom persons suffering from such diseases as said Board may deem it inexpedient to admit, contemplating the suppression of vice and immorality, the advancement of skill, order and health, and the promotion of industry and happiness among and in the craft of printers.

"Ninth—Those persons whose admission application shall first be made shall be first introduced, all other things concurring, and at all future times priority of applications shall

entitle the applicant to preference in admission, all other things concurring; but if there shall be at any time more applicants than vacancies, and the applicants be suffering from different afflictions, or be of different degrees of infirmity, then a preference shall be given (1) to the afflicted as against the infirm; (2) to those of the afflicted to whom the greatest probable good can be done by admission as against those to whom a less degree of good is probable; and (3) to those of the infirm whose infirmity is greatest. In all things it shall be the duty of said trustees, its officers and servants in the administration of the affairs of this trust to contemplate doing the greatest good with the resources at hand to the end that the welfare of this trust shall be conserved, and that the Home shall become and be an example worthy of emulation on the behalf of other crafts and orders.

"Tenth—The persons admitted into said Union Printers Home shall be there fed with plain but wholesome food, clothed with plain but decent apparel (no distinctive dress ever to be worn) and lodged in a plain but safe manner; due regard shall be paid to their health, comfort and happiness, and to this end their persons, clothes and apartments shall be kept clean, and they shall have suitable and rational exercise and recreation. And as to the character of this exercise and recreation there shall be no restrictions, except that it shall be taken at timely hours, and shall be moral and temperate in all its respects. In this behalf much may be suggested to the Board of Trustees of said corporation by the topography and character of the grounds of the institution, and it is recommended without being made a duty of said Board, that landscape gardening, or some similar vocation, be undertaken on said grounds as a source of exercise and recreation to the persons domiciled at said Home. But no task or duty shall ever be imposed under the guise of exercise or recreation on any resident of said Home, nor shall any resident, officer or servant of said Union Printers Home be permitted to engage in any money-making scheme or act in connection with the property of said Union Printers Home: Provided, however, Nothing herein shall be construed as a restriction upon the clause of lease or sale hereinafter contained.

"Eleventh—No charge, tax, fee or assessment shall ever be made, levied or collected from any person domiciled at said Union Printers Home. Its bounty shall be unpurchasable, its charity shall be given without price: Provided, however, That nothing herein contained shall be construed to prohibit any person from making to said Union Printers Home an absolute and unqualified donation.

"Twelfth—No duty shall be required of any resident of said Union Printers Home except the duty of good behavior and compliance with such rules for the discipline and administration of said Union Printers Home as the Board of Trustees of said corporation in their wisdom, and contemplating the purposes of this trust, may adopt.

"Thirteenth—Should it unfortunately happen that any person admitted to said Union Printers Home shall, from misconduct, have become unfit longer to remain, and mild

means of reformation prove futile, such person shall be expelled therefrom.

"Fourteenth—The death of any resident of said Union Printers Home shall forthwith, upon its occurrence, be communicated by telegraph to the President of said International Typographical Union, and the remains of the deceased shall, for a proper length of time, be held waiting the order of said President. But if no response be had within a proper time from said President, then the remains shall be interred in a part of the grounds of said Union Printers Home which shall have been set apart for that purpose. In the burial of its unclaimed dead, The Union Printers Home shall provide a plain but neat robe and other essential garments, and a plain but neat casket, with such auxiliaries as may be requisite. Each grave shall be appropriately marked with a plain marble headstone, bearing the name of the deceased. The date of each death, the cause thereof, the duration of illness, the time given for answer from the notice of death sent to the President of said International Typographical Union, the place of burial, the cost of burial, and other particulars useful to be known shall be recorded in a book kept for that purpose: Provided, however, That should the Board of Trustees of said corporation, or the civil authorities having jurisdiction thereof, deem it not advisable to set apart any portion of the grounds of said Union Printers Home for cemetery purposes, or if after such cemetery has been established, either said Board or said civil authorities shall deem it expedient to abate such cemetery, said Board of Trustees may, out of the funds of this trust remaining unexpended, procure other suitable place of burial, and in so doing extravagance shall be avoided, to the end that the greatest possible amount of the funds of this trust shall be preserved for the care of the living.

"Fifteenth—If at any time the Board of Trustees of said The Union Printers Home find it to be impracticable and inconsistent with the objects and purposes of this trust to maintain as a part of the grounds of said Union Printers Home so large a tract of land as that hereinbefore described, then they may lease or sell and dispose of any part of said land not exceeding sixty acres, as they may deem expedient: Provided, always, That the rents, issues and profits of any lease, sale or disposition of property so made shall be forthwith and wholly turned over to the Treasurer of said The Union Printers Home, to be applied to the same uses and purposes as are herein declared of and concerning said trust generally. If the sale of said sixty acres, hereinbefore mentioned, shall have been made, and thereafter it shall be by said Board of Trustees found impracticable, on account of any particular circumstances of the location of said Union Printers Home, or the failure of endowment, or other sufficient reason, longer to maintain said Union Printers Home, then said Board of Trustees may sell and dispose of the remainder of said land, and the buildings and structures thereon, as they may deem expedient: Provided, always, That the issues and profits of such second sale or disposition of property so made shall be forthwith and wholly turned

over and surrendered to the Treasurer of said International Typographical Union to be thereafter used as said union may direct. Any deed made by said Board of Trustees pursuant of the authority herein conferred shall contain a covenant of general warranty.

"Sixteenth—None of the moneys, principal, interest on dividends, and none of the property of said trust or the rents, issues or profits thereof, or acquired or arising by the virtue of or incident to said trust or the administration thereof, shall ever be applied to any other purpose or purposes whatever than those herein mentioned and appointed.

"Seventeenth—Separate accounts, distinct from the other accounts of the corporation, shall be kept by said corporation concerning the said trust, Home and funds, and of the investment and application thereof, and a separate account or accounts be kept in bank not blended with any other account, so that it may at all times appear on examination that the objects of this trust have been and are being fully complied with. And the said corporation shall render a detailed account annually to the said International Typographical Union at the commencement of its convention concerning the said trust, Home and funds, and shall submit all their books, papers and accounts touching the same to a committee of said International Typographical Union for examination when the same shall be required.

"Eighteenth—It shall be the duty of said Trustees to defend the title at law in case of any suit brought respecting the title to the real estate hereinbefore described; give notice, if it may be useful or practicable, of any such suit to the said International Typographical Union, or its proper officers; keep the trust property insured in good companies, using trust funds therefor; pay out of the funds provided all taxes, charges and assessments; afford accurate information to said International Typographical Union of the condition and disposition of the trust property; if not possessed of all proper information to seek for and, if practicable, obtain it; manage The Union Printers Home and care for the residents thereof according to the intent and general design of this trust, and contemplating the purpose (1) for which said Union Printers Home was established and endowed, and (2) considering the mutuality of purpose which exists in the purposes of said The Union Printers Home and said International Typographical Union, to-wit: That each contemplates the suppression of vice and immorality, the advancement of skill, order and health, and the promotion of industry and happiness among and in the craft of printers.

"To all of which objects the said parties of the first part grant, convey and confirm the said property as aforesaid, but if the said party of the second part shall knowingly and willfully violate any of said conditions then and thereupon the said International Typographical Union, by its officers or agents by it in convention authorized and appointed so to do shall have the right to enter upon said land and take possession as the absolute and unconditional owner thereof in fee simple.

"And the said parties of the first part for themselves, their heirs, executors and administrators, do covenant, grant, bargain and agree to, and with the said party of the second part, its successors and assigns, that at the time of the en sealing and delivery of these presents they are well seized of the premises above conveyed as of good, sure, perfect, absolute and indefeasible estate of inheritance in law, in fee simple, and have good right, full power and lawful authority to grant, bargain, sell and convey the same in manner and form aforesaid, and that the same is free and clear from all former and other grants, bargains, sales, liens, taxes, assessments and incumbrances of whatever kind and nature soever, and the above, bargained premises in the quiet and peaceful possession of the said party of the second part as trustee, its successors and assigns, against all and every person or persons lawfully claiming or to claim the whole or any part thereof, the said parties of the first part shall and will warrant and forever defend.

"In witness whereof the said Edward T. Plank, William S. McClevey and Columbus Hall, as Trustees for the International Typographical Union of North America, a voluntary association (unincorporated), whose principal office is located at the city of Indianapolis, in the state of Indiana, have hereunto set their hands and seals the day and year above written.

"EDWARD T. PLANK, [Seal.]

"WILLIAM S. McCLEVEY, [Seal.]

"COLUMBUS HALL [Seal.]

"As Trustee for the International Typographical Union of North America, a voluntary association (unincorporated), whose principal office is located at the city of Indianapolis in the state of Indiana."

ARTICLE VIII

UNION PRINTERS HOME ENDOWMENT FUND

SECTION 1. There is hereby created "The Union Printers Home Endowment Fund," the same to consist of such moneys and other property as may be donated, devised, bequeathed or otherwise contributed to such fund.

SEC. 2. The principal of such fund shall be held perpetually by the Board of Trustees of The Union Printers Home and their successors, and shall be separate and distinct from other funds and be invested and reinvested in bonds of the United States, or in approved, nontaxable state, county, township, municipal or school district bonds within the jurisdiction of the International Typographical Union.

SEC. 3. The Executive Committee of the Board of Trustees of The Union Printers Home shall have power to invest the principal of The Union Printers Home Endowment Fund, or any part thereof, in securities of the character provided in section 2, subject to the approval of the Board of Trustees of The Union Printers Home.

Sec. 4. All interest and income derived from the investment of such fund, or any part thereof, shall be deposited to the credit of The Union Printers Home, and shall be used for the maintenance of The Union Printers Home.

Sec. 5. The Secretary-Treasurer of The Union Printers Home shall prepare and furnish a book upon which donations to said Union Printers Home Endowment Fund may be made and there shall be printed annually in the report of the Board of Trustees a list of names of all contributors to The Union Printers Home Endowment Fund.

Sec. 6. The fund hereby created shall not preclude or affect the right of The Union Printers Home to receive devises and bequests and to accept and execute trusts as now provided by the Charter, Constitution and Bylaws of The Union Printers Home.

ARTICLE IX

These Bylaws may be altered or amended, with the exception of articles vi and vii, which are irrevocable, by the Board of Trustees. Proposed amendments shall be submitted in writing by the Secretary to the members of the Board, who shall each submit his vote in writing to the President, who, upon inspecting the same, shall deliver it to the Secretary for preservation among the records of the corporation. If two-thirds of the Trustees are in favor of the amendment the President shall direct the Secretary to make such change in the bylaws.

RESOLUTIONS

1. Where applicants are admitted to The Union Printers Home the expense of transportation shall be defrayed by the local typographical union, when the applicant is unable to pay the same.—*Proceedings 1894, page 41.*

2. The Committee on Admission is instructed to exclude persons suffering from tuberculosis in the last stage and from infectious and contagious diseases.—*Proceedings 1894, page 41.*

3. The Board of Trustees is hereby authorized to appropriate from the Home Fund, upon proper application of the Superintendent, an amount equal to railroad fare from the place where application was made for admission to the Home; said amount to be expended by the Superintendent in purchasing transportation in whatever direction a discharged resident may select. Where a resident is discharged for misconduct, the amount appropriated shall be charged to the local union recommending him.—*Proceedings 1894, page 41.*

4. Applicants for admission to The Union Printers Home shall be members of the International Typographical Union for not less than ten continuous years, immediately antedating time of application: Provided, That members suffering from tuberculosis or other serious diseases requiring immediate temporary treatment may, at the discretion of the Board of Trustees, be admitted after attaining a continuous active membership of eighteen months in the International Typographical Union. Where the admission committee is satisfied that such affiliation was entered into to secure admission to the Home, the application shall be rejected. The Board of Trustees reserves the right to consider any exception to the above rules.

5. The Superintendent of The Union Printers Home is hereby given power to regulate the internal affairs of the Home, and if a resident proves obnoxious, and persists in his conduct, he should be discharged.—*Proceedings 1893, page 219.*

6. That the Superintendent of The Union Printers Home furnish, for publication in The Typographical Journal, a monthly statement of admissions to and expulsions from the Home, names of unions sending residents and such other information as may be of interest concerning the condition of the residents.—*Proceedings 1894, page 41.*

7. That charges against the management or any officer of The Union Printers Home must be of a specific nature, and made in the regular manner provided by the rules of the institution and endorsed by the union which secured the admission of the resident preferring the same.—*Proceedings 1894, page 41.*

8. That residents be required, when able, to perform such duties as may appear proper to the Superintendent, subject to the judgment of the attending physician.—*Proceedings 1894, page 41.*

9. That residents who have vacated The Union Printers Home and received transportation shall be required before being readmitted, to refund the amount of such transportation.—*Proceedings 1896, page 123.*

10. That the Board of Trustees be and is hereby authorized to make an allowance of at least 50 cents a week to members of subordinate unions now or hereafter in the Union Printers Home, whose unions are unable to make any financial provisions for them.—*Proceedings 1896, page 123.*

Superintendent instructed to pay two dollars weekly allowance from Home funds as above provided and to members admitted from unorganized territory.

11. Residents vacating The Union Printers Home, when found guilty of disposing of the transportation furnished, shall be required to refund the full amount of such transportation.—*Proceedings 1896, page 123.*

12. That the Board of Trustees of The Union Printers Home be instructed by this convention to incorporate in its rules a provision that all applications for admission to The Union Printers Home be accompanied by a medical report made by a physician selected by the union in which such applicant holds membership.—*Proceedings 1909, page 264.*

AGREEMENT

Between The International Typographical Union, The International Printing Pressmen and Assistants' Union, The International Brotherhood of Bookbinders, The International Stereotypers' and Electrotypers' Union, and The International Photo-Engravers' Union.

The duly authorized representatives of the International Typographical Union, the International Printing Pressmen and Assistants' Union, the International Brotherhood of Bookbinders, the International Stereotypers' and Electrotypers' Union and the International Photo-Engravers' Union have entered into the following agreement for the formation of an association for a joint ownership of the allied printing trades union label:

ARTICLE I

NAME, OBJECT, JURISDICTION

SECTION 1. This body shall be known as the International Allied Printing Trades Association.

SEC. 2. The objects of this association are to designate the products of the labor of the members thereof by adopting and registering a label or trade mark designating such products; and to engage in such other cooperative efforts as may be decided upon by its board of governors to be in the interests of the members of this association. It is obligatory on the members of this association, its officers and local councils to bear in mind this object and not confuse it with the internal affairs or duties of the several unions comprising this association as to organization and other internal matters.

SEC. 3. To that end the association shall by its board of governors adopt a label, to be known as "Allied Printing Trades Label," which label shall be used to distinguish the product of the labor of the members of the association; and the association shall exercise jurisdiction throughout the United States of America and Canada in regard to said label, and over subordinate local organizations which shall be established and maintained in accordance with the provisions of these laws.

ARTICLE II

MEMBERSHIP

SECTION 1. All members in good standing of the International Typographical Union, the International Printing Pressmen and Assistants' Union, the International Stereotypers' and Electrotypers' Union, the International Brotherhood of Bookbinders and the International Photo-Engravers' Union shall be members of this association. But before the members of any of the said unions shall become members of this association, they shall by appropriate action taken by them at a convention, or on referendum vote or otherwise in man-

ner approved by the respective unions, duly declare their intention and desire to become such members and agree to abide by all laws and regulations now or hereafter adopted for the government of this association, and shall at the same time provide who shall constitute their representatives on the board of governors hereinafter provided for in Article III. And any member ceasing to be a member in good standing in one of said unions shall thereby cease to be a member of this association.

ARTICLE III

BOARD OF GOVERNORS

SECTION 1. The affairs of this association shall be conducted and governed by a board to be known as the "Board of Governors." Said board shall also be trustee of, and hold title to, any label adopted by the association and all other property of the association; and they shall cause to be registered such label in all states, territories and District of Columbia, in the United States, and Dominion and Provinces of Canada, where registration is or may be hereafter authorized by law.

Sec. 2. The board of governors shall consist of fifteen members.

The International Typographical Union shall select three members of said board; the International Printing Pressmen and Assistants' Union shall select three members of said board; the International Stereotypers' and Electrotypers' Union shall select three members of said board; the International Brotherhood of Bookbinders shall select three members of said board; and the International Photo-Engravers' Union shall select three members of said board.

The selection of said members of said board of governors shall be in the manner and by the mode adopted by the several international unions above specified respectively.

Sec. 3. The members of said board shall hold office until their successors are duly chosen. Should any member of said board cease to be a member, his successor shall be chosen or designated by the union which had selected such member in such manner as such union may determine.

Sec. 4. The officers of the board of governors shall be a president, vice-president and secretary-treasurer and such other officers as the board may determine, who shall be elected by a majority vote. But no two executive officers shall be members of the same trade union.

Sec. 5. Regular meetings of the board of governors shall be held on the first Monday in October and March of each year at the place decided upon by a majority vote of the board of governors, written notice of which shall be mailed to each member of the board by the secretary-treasurer thereof. At the regular meeting in March, the officers of said board shall be nominated, elected and installed for the ensuing year. If any vacancy occurs during the ensuing year it shall be filled from members of the board.

On written demand of a majority of the members of the board, the president shall call a meeting at a convenient time and place designated by the president and after written notice is mailed to each member of the board.

In the event of any member of the board being unable to attend any meeting he shall designate a proxy, who, however, shall be a member of the same trade union. Upon the filing of properly presented credentials to the board of governors, said proxy shall be accorded all rights and privileges due to the member for whom he is proxy.

In the absence of any member or members selected by said union the other member or members of the board selected by such union may cast the full vote to which said union shall be entitled without having any proxy to do so.

In voting the unit rule shall prevail. In the event representatives of any international union fail or refuse to vote on any question, in any meeting or when submitted by mail as hereinafter provided, the three votes of that international union shall be recorded as negative votes.

In the event the votes of the three representatives of any international union are divided the three votes of that international union shall be recorded as the majority vote of the delegation determines.

In the event only two representatives of any international union are present each shall cast one and one-half votes but should the votes be divided or in opposition to each other the three votes of that international union shall be recorded as negative votes.

Between meetings the secretary-treasurer may submit any questions calling for prompt action to the consideration of the members of the board of governors by mail, and the members shall vote by mail within 30 days or, upon request of any union for extension of time, within 90 days of the date of submission. Their votes shall be canvassed and announced by the secretary-treasurer and given the same effect as though cast at a meeting, and all such proceedings shall be reported by the secretary-treasurer at the next regular meeting of the board.

All questions coming before the board of governors shall be decided by four-fifths vote (on unit basis), except as provided in sections 4 and 5 of this article.

Sac. 6. The board of governors may adopt such rules of procedure in the hearing of appeals and in the conduct of such other business as may properly come before it-as do not conflict with any of the laws of the association.

Sac. 7. The board of governors shall not make any decision interfering with the autonomy of any international union to decide its own internal affairs. Jurisdiction over processes of work are questions for settlement by the international unions involved.

ARTICLE IV

LOCAL ALLIED PRINTING TRADES COUNCIL

SECTION 1. In cities where there are subordinate unions chartered by two or more of the unions mentioned in Article II hereof, a local allied printing trades council shall be formed, the geographical jurisdiction of which shall be that area over which all local unions affiliated with the local council have jurisdiction, or as may be further agreed upon by local unions of the several international unions and approved by the board of governors. Within such jurisdiction no union of the International Allied Printing Trades Association shall use any trade label other than that issued by said International Allied Printing Trades Association through the local allied printing trades council, and all unions whose members are members of the International Allied Printing Trades Association shall withdraw from said jurisdiction their union label. If any international union shall fail or refuse to so withdraw its label or shall issue its label contrary to the provisions of this section all international unions parties to this agreement are free to use their label within the geographical jurisdiction of the local allied printing trades council or councils involved. To qualify as a subordinate union under the terms of this section said union shall be composed of at least seven members working at the trade in the geographical jurisdiction of the contemplated local allied printing trades council.

Sec. 2. Local allied printing trades councils shall be composed of members chosen by and from those who are members of said subordinate union, there being appointed or elected from each union in the manner and by the mode adopted by the members of the union. The selection of the three members from the membership of each of said unions shall be certified to said local allied printing trades council, and the three members of each union shall continue to be members of said local council for a term of one year and until their successors are duly chosen and certified by the members of that union. No one shall be at the same time a member of more than one local allied printing trades council. Where a union affiliated with one local allied council has members working within the jurisdiction of another local allied council said union may designate a member so working to attend meetings of the other council with voice but no vote but his local union may appeal to the board of governors regarding the alleged violations of the Label License. The local council involved shall answer said appeal.

Sec. 3. Each delegate present at any meeting of a local allied printing trades council shall be entitled to one vote. But a roll call may be demanded by any member on a question involving the raising of revenue or the election of officers, and on said roll call each member shall be entitled to additional votes as follows: For fifty (50) members of the local union to which he belongs, one vote; or each additional fifty (50) members or major fraction thereof up to three hundred (300) members, one vote; for the next two hundred (200) members or major fraction thereof, one vote; for each

additional five hundred (500) members or major fraction thereof, one vote, the membership to be computed in accordance with last per capita tax paid by each local union.

Sac. 4. Local allied printing trades council shall elect as officers a president, vice-president and secretary-treasurer and such other officers as the local council may determine. And said local councils may adopt such provisions and rules for their government as are not in conflict with the purpose and provisions of the laws of the International Allied Printing Trades Association or in conflict with the rulings of the board of governors of the International Allied Printing Trades Association.

Sac. 5. The funds of each local allied printing trades council shall be under its control, and shall be on a per capita basis.

ARTICLE V

APPEALS

SECTION 1. Appeals may be made to the board of governors from the decision or action of any local allied printing trades council. In such case the appellant must within ten days from said decision or action file notice of his intention to appeal with the president, vice-president or secretary-treasurer of the local allied printing trades council; and within thirty days from said decision or action the appellant shall forward to the secretary-treasurer of the board of governors fifteen typewritten copies of the appeal papers, serving one copy on the president, vice-president or secretary-treasurer of said local allied printing trades council. After such service said local allied printing trades council shall have thirty days in which to file with the secretary-treasurer of the said board of governors fifteen typewritten copies of its answer. And no such appeal shall be considered by the board of governors unless it shall be approved by the local union of which the appellant is a member; such approval being evidenced by the certificate of the president and secretary of that union; which said certificate shall accompany the appeal papers at the time they are forwarded to the secretary-treasurer of the board of governors.

Sac. 2. When the papers are complete in each case the secretary-treasurer of said board of governors shall forward one copy of the papers to each member of said board of governors. Thereupon each member shall consider the case thus presented to him and within thirty days after the receipt of the documents each of said members shall file an opinion in the case with the secretary-treasurer of the said board of governors, and within thirty days after the opinions of the members have been received by the said secretary-treasurer and submitted to the several members of said board for final action. The members of said board must register their votes on the appeal.

ARTICLE VI

USE OF THE UNION LABEL

SECTION 1. The International Allied Printing Trades Association, by its board of governors, shall own and control the use of the allied printing trades label.

Sec. 2. It shall by action of its board of governors and in accordance with and subject to the provisions of these laws, loan the label to local allied printing trades councils as agents of said International Allied Printing Trades Association upon receipt of a sum of money from the local council, not exceeding ten (10) per cent above the cost of production and distribution of said label.

Sec. 3. No allied printing trades council shall issue any label not procured from said International Allied Printing Trades Association, nor duplicate nor allow the duplication of said label except in the case of stereotyped, electrotyped, photo-engraved, offset or other duplicate printing forms, in which case the label appearing in the plate or plates shall be destroyed immediately upon completion of the work on which it is used: Provided, if the employer having such plates desires to store them for further use he shall file with the local allied printing trades council an identifying list of such plates and agree that the employer will not send said plates to any other shop without permission of the local council.

Sec. 4. Local allied printing trades councils shall be allowed to grant the use of the allied printing trades label to qualified shops in their respective geographical jurisdictions. The board of governors of the International Allied Printing Trades Association may order the issuance or withdrawal of the label or issue said label direct where in its judgment said action is deemed proper. With unanimous consent the board of governors may grant use of the label to qualified shops in areas where no local councils exist; such permission to be withdrawn on request of any international union. The board of governors may determine whether or not the allied printing trades label shall appear on a particular job produced in a shop authorized to use the label if the appearance of the label on such job is deemed inimical to or in the best interests of the International Allied Printing Trades Association.

Sec. 5. All labels or label matrices must be procured by local councils from the secretary-treasurer of the International Allied Printing Trades Association. Any infraction of this rule shall be deemed sufficient cause for the dissolution of the local council so offending.

Sec. 6. Labels shall be issued or withdrawn by unanimous consent of local councils. Labels may be issued only to firms which have signed the Label License forms furnished by the secretary of the association. Permission to use the label may be revoked only for violation of terms of the Label License or violation of regulations of the board of governors controlling use of the label. Any action by a local council in granting or revoking permission to use the label may be appealed to the board of governors of the International Allied Printing Trades Association by any local union affiliated with the local council or represented in the council by a fraternal delegate, in the manner provided in Article V of this agreement.

Sec. 7. This association recognizes that the officers of each union are responsible for the conditions pertaining to their craft within any one shop and that a local allied printing trades council is not a bargaining agent within the meaning

of federal law with power to represent any employe of any firm for the purpose of collective bargaining. It is understood that so long as a local union permits its members to work in an office it is not proper for such union to request withdrawal of the label from such office for the purpose of collecting dues or for violation of a local union's contract or laws. When a local union calls a strike approved by its international union the council shall remove the label immediately. A local council shall not remove the label for organizing purposes.

ARTICLE VII

FINANCES

SECTION 1. The necessary funds for the establishment, maintenance and carrying on of this association and its work shall be under the control of the board of governors, and the same shall be furnished by the several international unions in the proportion that the total journeyman membership of each international union bears to the total journeyman membership of all the international unions parties to this agreement. For the purpose of this calculation even thousands or major fraction thereof shall be used. Each said international union shall file with the secretary-treasurer of this association a statement of said total membership as of July 1 of each year.

When funds are necessary, the secretary-treasurer of this association shall notify the secretary-treasurer of each union mentioned in Article II of the proportionate amount due from said union.

SEC. 2. All funds of the association shall be deposited in bank subject to withdrawal according to regulations adopted by the board.

SEC. 3. The members of the board of governors shall not be paid out of the funds of this association for their services or for their expenses incurred while acting as such members of the board of governors.

SEC. 4. Should any international union withdraw from this association then such international union shall forfeit all rights and interest in and to any and all labels registered by this association and in and to all property and effects of this association.

ARTICLE VIII

AMENDMENTS

SECTION 1. Any amendment proposed by any international union, party to this agreement, shall be presented at any regular meeting of this association or a special meeting called for that purpose. If the proposal is unanimously approved it shall be submitted by the Secretary-treasurer of this association to each international union for ratification or rejection in the manner required by the laws of the respective international unions. If approved by all international unions, parties to this agreement, the amendment shall be effective upon notification by the secretary-treasurer to all international unions. Local allied printing trade councils shall also be notified.

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PROTECT YOUR MEMBERSHIP AND GOOD STANDING

Each member should be familiar with the laws governing good standing. The penalties of delinquency are severe, and the penalties of suspension are still more drastic. They can be avoided by payment of dues within the period specified by International law.

Local unions are directed by law to pay the dues and assessments of a member who "is sick or disabled, and who shows that he is in destitute circumstances" (section 8, article vii, bylaws). Sums expended by local unions for such purposes constitute a proper charge against the mortuary benefit of a deceased member. (Article xviii, bylaws.)

Pay your own dues and assessments promptly. Report to the local union any sick and destitute member who is unable to pay his own dues and assessments and who is not informed of his rights under the law.